

Annual Report

Town of Tewksbury Massachusetts



2003

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Town of Tewksbury Massachusetts



2003

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2003 IN MEMORIAM

Person's Name	Position Held	Time Period
Thomas J. Casey	DPW Water Department, Retired, Retired Member of the Board of Registrars, Little League "Mets" Team, Volunteer, Former Town Safety Officer.	
Richard E. Cluff, Sr.	Animal Inspector.	1963-1968
Anthony "Tony" DelGrosso, Sr.	School Department Employee.	
Anna Dobbin	School Cafeteria Staff.	
Emma K. Farley	Retired Cafeteria Staff at the Foster School and Memorial High School.	
Anthony J. "Tony" Galinas	Active Participant at Senior Center.	
Harold J. Gath	Retired School Department Custodial Staff. Auxiliary Police Officer.	1954-1977
John F. "Jack" Hanrahan	Taught Computer Education & Investment Classes at Community Adult Education Program.	
Karl L. Heidenrich, Jr.	Finance Committee.	1963-1966
Sgt. James C. Hood	Police Department. Detective. Youth Service Officer	1988-2003 2001-2003 1998-2003
John C. Kane	Assistant DPW Superintendent. Retired in 1996 after 41 years of service. Co-founded Youth Figure Skating Program. Member Board of Directors Cemetery Corporation, Town Common Renovation Committee, Friends of Tewksbury Library, Homecoming Committee, High School Sports Hall of Fame and Friends of the Tewksbury Hospital. Instrumental in building the brick structures memorializing the Town Veteran's Squares.	
Robert F. Mann	Senior Drop-In Center Volunteer.	
Katherine V. O'Rourke	Retired Special Education Teacher	
Leroy F. Patterson	Call Firefighter.	1963-1968
Edward F. Pelletier	Principal, Foster School, Ella Fleming School. Principal, Shawsheen School. Principal, Louise Davey Trahan School.	1956-1958 1959-1984 1985-1988
Rolland Roy	Housing Authority.	1973-1991

Person's Name	Position Held	Time Period
Helen C. Sullivan	Youth Sports Activist. Member Little League Ladies Auxiliary.	
John F. Synan	Member of the Sewer Advisory Board, Former Member of the Personnel Board, Former Member of the Patriotic Activities Committee, Substitute Teacher in the Tewksbury Public School System, Assisted with the Orioles Little League Team, Active in the Little League Organization.	
Catherine Wholey	Water Department Office.	1955-1965

GENERAL GOVERNMENT

*Biograph
Annual and Specials*

*Town Officers
Town Meeting Warrants*

*Town Committees
Elections*

Biograph

1. **Town:**
Tewksbury, Massachusetts
Incorporated in 1734
2. **County:**
Middlesex, ss.
3. **Location:**
At the junction of two new superhighways in northeastern Massachusetts, U.S. Interstate 495 and U.S. Interstate 93. The Town is bordered on the north by the Merrimack River, northeast by the Town of Andover, southeast by the Town of Wilmington, southwest by the Town of Billerica and borders on the City of Lowell on the west. It is 21 miles from Boston, 50 miles from Worcester, 30 miles from Salisbury Beach, and 230 miles from New York City.
4. **Population:**
1970 - 22,755
1980 - 24,478
1990 - 28,304
2000 - 30,315
2003 - 29,979
5. **Land Areas:**
20.70 square miles
10,789.5 acres assessed
6. **Density:**
Person per square mile:
1970 - 1,099
1980 - 1,182
1990 - 1,367
2000 - 1,464
2003 - 1,448
7. **Climate:**
Mean annual precipitation - 43.40 inches.
Mean Temperature - January - 26.6 degrees
July - 73.7 degrees.

8. **Elevation:**
Highest Point: Ames Hill, 363 feet;
North section: 200 feet;
West section: 150 feet;
Center: 120 feet;
South section: 150 feet
(above mean sea level)
9. **Topography:**
Fairly level terrain, with elevations varying from 100 feet to 200 feet above sea level. Soil is a mixture of sandy soil in southern section. Wet and moist and of good texture along the central and northern sections.
10. **Established:**
Inhabitants separated from Billerica in 1733.
First Town Meeting held January 14, 1734.
Duly incorporated December 23, 1734.
11. **Form of Government:**
Open Town Meeting
Five Member Elected Board of Selectmen
Appointed Town Manager

Elected Officers

SELECTMEN

Charles E. Coldwell, Chairman	2004
Joseph P. Gill, Jr.	2004
Douglas W. Sears, Esq.	2005
John Ryan	2006
Jerry Selissen	2006

BOARD OF HEALTH

Jennie McCarthy	2004
Stephanie Wilkie, Chairman	2005
Edward J. Sheehan, Jr.	2006

TOWN CLERK

Elizabeth A. Carey	2005
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MODERATOR

James P. Coakley	2005
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PLANNING BOARD

Vincent Spada	2004
David J. Plunkett, Chairman	2005
Frank R. Sweet	2006
Nancy Reed	2007
Robert A. Fowler	2008

SCHOOL COMMITTEE

Dennis Peterson, Chairman	2004
Edward Dick	2004
Joseph Russell	2005
Scott J. Consaul	2006
Ruth M. Perrin	2006

REGIONAL VOKE SCHOOL COMMITTEE

Patricia M. W. Meuse	2004
John Peter Downing	2006

TRUSTEES PUBLIC LIBRARY

Joan Dunlevy	2004
Karen Lu (res. 7/21/03)	2004
Mark O'Connor	2004
Brenda Orio	2005
Jan Sutton	2005
Warren Carey	2006
Mary R. MacDonald	2006

HOUSING AUTHORITY

Louise A. Gearty, Chairman	2004
Linda A. Ricardo-Brabant	2005
Robert C. Briggs	2006
John W. Deputat (Governor's Appointee)	2006
Shawn E. Dillon	2008

Appointive Officers

Town Manager	David G. Cressman
Asst. to the Town Manager	Sandra A. Barbeau
Town Counsel	Charles J. Zaroulis, Esq.
Animal Inspector	Pam Gorrasi
Appraisers	Board of Selectmen
Assessor (Chief)	John J. Kelley
Assessor	Barbara Flanagan
Assessor	Susan E. Moore
Attendance Officer	George Hazel
Accountant	Donna Gill
Building Commissioner	Richard A. Colantuoni
Asst. Building Commissioner	Edward Johnson
(Local) Building Inspector	Louis Carciofi (ret. '03)
Community Dev. Director	Steven Sadwick
D. P. W. Superintendent	William Burris (ret. '03)
Dog Officer	Walter Collins (ret. '03)
Emergency Management Dir.	Michael Sitar
Finance Director	Donna Walsh
Fire Chief	Thomas Ryan
Health Sanitarian/Deputy	
Animal Inspector	Dean Trearchis
Historian	Warren Carey
Northern Middlesex Area	
Commission Rep.	David G. Cressman
	Charles E. Coldwell
Police Chief	John Mackey (ret. '03)
Police Chief	Alfred Donovan
	(apptd. 12/03)
Recreation Director	Roy Patterson
Sealer of Weights & Measures	Edward Johnson
Superintendent of Schools	Christine L. McGrath, Ph.D.
Tax Collector	Dorothy Lightfoot
Treasurer	Janet Smith
Veterans Agent	Ellsworth Hart (ret. 10/03)
Veterans Agent	James Williams
Veterans Burial Indigent	Farmer & Dee, Inc.
	Tewksbury Funeral Home
Veterans Grave Officer	
Wire Inspector	Jeremiah Delaney

Appointed Boards- Committees-Commissions

AFFORDABLE HOUSING

Replaced by the Local Housing Partnership 2003

APPEALS BOARD

Kevin Anderson 2004
Jennie McCarthy 2005
Michael Firmeno 2006

APPEALS BOARD-ASSOCIATE MEMBERS

Joseph Kelley 2004
Robert Kelley 2004

BOARD OF REGISTRARS

Edward Creamer 2004
Donald Ordway 2005
Beverly Bennett 2006
Elizabeth A. Carey, Ex Officio

ASSISTANT REGISTRARS

Kathleen M. Garrant 2004
Sandra E. Turcotte 2004
Gina Hickford 2004

CABLE ADVISORY COMMITTEE

Donna Gacek 2004
Joseph Dermody 2004
William Marsh 2004

CONSERVATION COMMISSION

Stanley Folta, Jr. 2004
Gregory Peters 2005
Michael Kelley 2005
Robert Ernest (res. 12/18/03) 2005
Sal Tornare 2006
Andrew Stack 2006
Julie BezoetdeBie (res. '03) 2006

CONSTABLE - TERM TO EXPIRE - 2005

Sandra Barbeau
Yvonne Rawson-Bozek
Richard Carter
Edward F. Clark, Jr.
Edward F. Clark, III
Dean Devito
John J. Flaherty, Jr.
Ronald P. French
Herbert Hadley
Mark Hildebrand
Edwina Hudson
Cheryl Laffey
Wilfred A. Lambert
John Lynch
James J. Mazza
Walter J. McAvoy

Scott Michalewicz

Dennis A. Mills

Harold Morang

David Muscovitz

Kevin Mahoney

Gail Perdicaro

George H. Rost, Jr.

Anthony Saia

Janet Smith

Donald Stout

Henry E. Sullivan

COUNCIL ON AGING

Norman J. Desmarais 2004
Warren Hupper 2004
Rose McKenna 2004
Joan Unger 2004
Bernice Sprague 2005
Joel Deputat 2005
Marie Durgan 2005
Mark Wood 2005
Ellen Keefe 2006

Alternates

Muriel Gifford 2004
Carolyn French 2004
Lorene Patch 2004

FINANCE COMMITTEE

Thomas Cooke 2004
Kevin Donnelly 2004
John Dunfey 2004
Kenneth Holden 2005
John Wynn 2005
George Donovan 2005
Todd Johnson 2006
Ronald Hall 2006
Raymond Shaw, Chairman 2006

HISTORICAL COMMISSION

Douglas W. Sears 2005
James J. Gaffney, III 2005
Raymond Paczkowski 2005
Beverly Bennett 2005
M.Eileen McDonagh 2005
Warren R. Carey 2005

HOMECOMING COMMITTEE

Amanda Hicks 2004
Nancy Tsotsi
David Hicks 2004
Karen Page
John F. Synan, Jr.
Shayne Garman

INDUSTRIAL COMMISSION

Matthew Dailey 2006

LAND USE COMMITTEE

Douglas W. Sears, Esq.
 David Cressman
 Stephen Prevost
 Robert Kelley
 Michelle Walsh, Chairman
 Joanne Foley
 Steve Sadwick
 Robert Fowler
 Corrine Delaney
 Greg Peters
 Stephanie Wilkie
 Richard Morris

LOCAL HOUSING PARTNERSHIP

Mary Ellen Fernald (res. 8/26/03) 2003
 Robert Kelley (res. 8/20/03) 2004
 Raymond White 2004
 Kathleen Lee 2005
 Sal Marino (res. '03) 2004
 Gerald Pagliuca (res. '03) 2003
 Gregory Peters (Res. '03) 2004
 Michelle Walsh, Chairman (res. '03) 2004
 Marilyn Phelan 2005
 Jay Axson 2005
 Brenda Pachucki 2005
 Stephen Deackoff 2005

MASS. CULTURAL COUNCIL

Eleanor Corey 2003
 Lani Matthews 2003
 Marylou Christoffels 2003
 Marcie Murphy 2003
 Maria Galante 2004
 Donna Pacheco 2004
 Gina Hickford 2005
 Patricia Powers 2005
 M. Eileen McDonagh 2005

MASTER PLAN COMMITTEE

Stephanie Wilkie
 Nancy Reed
 Frank Sweet
 Salvatore Tornatore
 Susan Duffy

MEMORIAL COMMITTEE – 2004

Charles Coldwell
 John Kane
 Richard Morris
 Kenneth Holden
 Warren R. Carey

MILLS STUDY COMMITTEE

Douglas Sears – Selectmen Rep.
 John Mackey – Police Chief
 Thomas Ryan – Fire Chief
 Ray Shaw, Finance Committee
 James Carter
 Steve Deackoff

Peter Guglietta (res. '03)
 David Silva (res. '03)
 Michael Sitar, Jr.

PATRIOTIC ACTIVITIES COMMITTEE

Amanda Hicks 2004
 David Hicks 2004
 Roy Patterson
 Charles Coldwell

PERSONNEL RELATIONS REVIEW BOARD

William Phalan 2004
 Stephen Hattori, Chairman 2005
 Sandra A. Barbeau 2005
 Roy Patterson 2005
 Robert O'Brien 2005

RECYCLING COMMITTEE 2005

Joseph P. Gill
 Jae Gray
 Dan Mazik
 Kristina M. Rogers, Chairman
 Sean Czarniecki
 Sandra Barbeau
 Bonnie Gallagher
 Kristen Gallagher
 Jennifer Krider
 Marcie Rizzo

SEWER AGREEMENT COMMITTEE

David Cressman
 William Burris
 Joseph Gill
 Shawn Dillon
 Richard Mazzoni

SIDEWALK COMMITTEE

Franco Lucchesi, Chairman
 Laura Caplan
 Carolyn French (Res. 6/12/03)
 Ted Dooling
 Mike Mucci
 Jefferson Smith
 Matthew Dailey (Res. 3/11/03)
 Elaine Quinlan
 Sandra Campo
 Sam Krikorian
 Eric Braciska
 Ron Hall

STREET NAME CHANGE COMMITTEE

Joan Dunlevy
 Elizabeth Carey
 Gerald Cullen
 Louise Gearty
 Edward Kearns
 Matthew McGillick
 Rita O'Brien Dee
 Edward Sullivan
 Donna Marshall

Richard Mackey

TRUST FUND COMMISSION

Warren Carey	2004
Janet Smith	2005
Dorothy Lightfoot	2005

WYNN SCHOOL BUILDING COMMITTEE

David Cressman
James Cutelis
Ray Shaw
Charles Coldwell
John Ryan
John Wynn
Brenda Theriault-Regan
James Melloni
Richard Colantuoni

Special Governmental Districts

SENATORS IN CONGRESS

HONORABLE EDWARD M. KENNEDY (D)
Senate Office Building, Washington, DC, 20510

HONORABLE JOHN F. KERRY (D)
Senate Office Building, Washington DC, 20510

CONGRESSIONAL DISTRICT: 5TH

MARTIN T. MEEHAN (D)
House of Representatives, Washington, DC, 20515

STATE GOVERNMENT

SUSAN TUCKER (D)
2ND Essex & Middlesex Senatorial District
Senate Offices: State House, Boston, MA, 02133

JAMES R. MICELI (D)
19TH Middlesex District of General Court
House of Representatives, State House, Boston, MA
02133

BARRY R. FINEGOLD (D)
17TH Essex District of General Court
House of Representatives, State House, Boston, MA
02133

Annual Town Election Results

April 5, 2003

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 8:00 AM and closed at 8:00 PM. There were 3,071 votes cast. Precinct 1 – 323, Precinct 1A – 414, Precinct 2 – 327, Precinct 2A – 317, Precinct 3 – 466, Precinct 3A – 504, Precinct 4 – 263, and Precinct 4A – 457.

Precinct 1 - Alice Golen, Warden	Ellen M. Keefe, Clerk
Precinct 1A - Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2 - Bernice Sprague, Warden	Marie T. Magro, Clerk
Precinct 2A - Rosemarie Krugh, Warden	Bertha D'Amico, Clerk
Precinct 3 - Laurence Bairstow, Warden	Angela Callahan, Clerk
Precinct 3A - Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4 - Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A - Christina R. Stanley, Warden	Dorothy McGrath, Clerk

ANNUAL TOWN ELECTION

April 5, 2003

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	323	414	327	317	466	504	263	457	3,071

BOARD OF SELECTMEN (VOTE FOR TWO)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	108	146	111	95	171	208	90	153	1,082
Kevin C. Anderson	131	206	158	167	205	241	126	187	1,421
John F. Ryan	228	267	204	211	369	300	170	302	2,051
Jerome E. Selissen	174	208	181	157	185	257	138	269	1,569
Others	5	1	0	4	2	2	2	3	19
Total	646	828	654	634	932	1,008	526	914	6,142

BOARD OF HEALTH (VOTE FOR ONE) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	20	27	33	35	53	47	26	43	284
Edward J. Sheehan, Jr.	236	312	212	196	285	316	175	334	2,066
Ralph M. McHatton	65	71	80	86	127	137	61	80	707
Others	2	4	2	0	1	4	1	0	14
Total	323	414	327	317	466	504	263	457	3,071

BOARD OF HEALTH (VOTE FOR ONE) 1 YEAR UNEXPIRED TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	17	40	23	23	36	48	22	46	255
Phillip L. French	156	216	148	111	265	206	113	190	1,405
Jennie M. McCarthy	150	158	156	183	164	248	127	221	1,407
Others	0	0	0	0	1	2	1	0	4
Total	323	414	327	317	466	504	263	457	3,071

HOUSING AUTHORITY (VOTE FOR ONE)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	92	110	87	81	153	173	77	127	900
Shawn E. Dillon	228	303	240	234	309	325	185	329	2,153
Others	3	1	0	2	4	6	1	1	18
Total	323	414	327	317	466	504	263	457	3,071

PLANNING BOARD (VOTE FOR ONE)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	12	36	18	19	42	36	21	37	221
Robert A. Fowler	177	227	169	150	250	243	135	244	1,595
David B. Silva	130	151	140	148	174	225	106	175	1,249
Others	4	0	0	0	0	0	1	1	6
Total	323	414	327	317	466	504	263	457	3,071

SCHOOL COMMITTEE (VOTE FOR TWO)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	63	85	74	70	119	125	71	105	712
Scott J. Consaul	149	199	130	135	257	218	121	199	1,408
Ruth M. Perrin	146	225	183	171	205	243	132	232	1,537
Todd R. Johnson	133	131	89	87	159	163	77	122	961
Robert T. Marcin	27	36	26	42	28	64	24	32	279
Keith E. Rauseo	128	152	152	128	163	193	100	224	1,240
Others	0	0	0	1	1	2	1	0	5
Total	646	828	654	634	932	1008	526	914	6,142

REGIONAL VOKE SCHOOL COMMITTEE (VOTE FOR 1)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	81	111	91	74	150	168	74	124	873
John Peter Downing	239	302	236	240	313	332	189	333	2,184
Others	3	1	0	3	3	4	0	0	14
Total	323	414	327	317	466	504	263	457	3,071

TRUSTEES PUBLIC LIBRARY (VOTE FOR TWO) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	221	280	223	204	312	372	169	299	2,080
Mary R. MacDonald	214	262	210	202	298	329	173	298	1,986
Warren R. Carey	209	286	219	227	319	305	184	317	2,066
Others	2	0	2	1	3	2	0	0	10
Total	646	828	654	634	932	1008	526	914	6,142

TRUSTEES PUBLIC LIBRARY (VOTE FOR ONE) 2 YEAR UNEXPIRED TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	77	106	85	67	134	152	70	110	801
Brenda M. Orio	245	307	242	249	330	348	190	346	2,257
Others	1	1	0	1	2	4	3	1	13
Total	323	414	327	317	466	504	263	457	3,071

Total Registered Voters	18,119
Total Votes	3,071
Percent	17%

A True Copy Attest:

Elizabeth A. Carey, CMC, CMMC
Town Clerk

Annual Town Election - Recount

April 23, 2003

BOARD OF HEALTH - 1 YEAR UNEXPIRED TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	17	40	23	23	35	50	22	46	256
Phillip L. French	156	216	148	111	266	206	112	190	1,405
Jennie M. McCarthy	150	158	156	184	164	249	127	221	1,409
Others	0	0	0	0	1	2	1	0	4
Total	323	414	327	318	466	507	262	457	3,074

A True Copy Attest:

Elizabeth A. Carey, CMC, CMMC
Town Clerk

Annual Town Meeting

MAY 5, 7, & JUNE 23, 2003

Tewksbury Memorial High School
320 Pleasant Street
May 5, 7, & June 23, 2003

Moderator James Coakley opened the 2003 Annual Town Meeting at 8:00 P.M. on May 5, 2003.

The Moderator introduced Rev. Dwight Hoeberechts, OMI, from Saint William's Church to offer the Opening Prayer.

The Moderator called for a Moment of Silence for Town Officials and Town Employees who passed away in the Year 2002 and who are listed on page 3 and page 4 of the 2002 Annual Town Report and he included Police Sergeant James Hood who recently passed away.

The Pledge of Allegiance was led by Steven Higgins, Boy Scout Troop 56. Scout Higgins is performing obligations to become an Eagle Scout and is attending this Town Meeting for his Communication Merit Badge.

Bethany Dowell, Tewksbury Police Explorers Advisor, led the Assembly in singing the National Anthem.

The Moderator designated the Visitors Section and reminded the registered voters to display their voting ribbons. He informed the Assembly about the Town Meeting Guidelines printed on the inside cover of the Warrant. He informed the Assembly of the Related Articles 26 and 27 that will be acted upon on Wednesday, May 7, 2003.

Board of Selectman Chairman, Charles Coldwell, made the following announcements:

The Rainbow Girls are selling coffee and baked goods in the front foyer.

Senator Susan Tucker and Representative James Miceli's Annual Surveys are available and to be completed and returned when leaving the Town Meeting.

Boy Scout Troop 67 are having a Car Wash, Saturday, May 10, 9:00 AM to 1:00 PM at the Tewksbury Congregational Church, East Street. Proceeds to restore the Nativity that is set up during the Christmas holiday.

The Recycling Committee reminds everybody about the Environmental Day, Saturday, May 17, 9:00 AM to 1:00 PM, DPW, 999 Whipple Road. Rain or Shine.

The Garden Club, Annual Plant Sale, is Saturday, May 17, 10:00 AM to 2:00 PM, Town Common.
(Rain Date, Sunday, May 18).

On Monday, May 5, 2003, there were 168 registered voters and 15 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted
8:09 PM 5/5/03

Finance Committee Chairman, Ray Shaw, motioned to Recess the 2003 Annual Town Meeting to Wednesday, May 7, 2003, at 8:00 PM at the Tewksbury Memorial High School and this motion was Adopted. 8:50 PM 5/5/03

The Moderator Reconvened the 2003 Annual Town Meeting, May 7, 2003, at 8:00 PM.

2003 ANNUAL TOWN MEETING

Board of Selectman Chairman, Charles Coldwell made the following announcements:

Senior Center Art Show, Wednesday, May 14 @ 6:00 PM to 8:00 PM

Senior Center Supper, May 17th @ 6:00 PM (To benefit the Senior Center Building Fund)

Senior Center Breakfast, June 1st, 7:30 AM to 11:00 AM (To benefit the Senior Center Building Fund).

Reminder about the Senior Tax Relief Tax Fund. Walter Maciel providing donation canisters as you exit Town Meeting.

Phase VI Sewer Program Meeting, June 19, at 7:30 PM at the Trahan School, Salem Road.

The Moderator reminded Visitors wearing a Light Blue ribbon or a Red ribbon to sit in the Visitor's Section unless you have a designated visitor seat. He also reminded voter's to conspicuously display their voting ribbons.

On Wednesday, May 7, 2003, there were 222 registered voters and 26 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the 2003 Annual Town Meeting to June 23, 2003 @ 8:00 PM at Tewksbury Memorial High School to act on the money articles 2, 3-8, 4 and 5 and this motion was adopted. 10:02 PM 5/7/03

Moderator James Coakley opened the Adjourned Session of the 2003 Annual Town Meeting on June 23, 2003 at 8:00 P.M. to act on the Tabled Money Articles 2, 3-8, 4 and 5.

On June 23, 2003 there were 83 registered voters and 10 visitors in attendance.

Moderator Coakley offered a Moment of Silence for Marc Evans, a student at Tewksbury Memorial High School, who succumbed to drowning on Saturday, June 21st.

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the 2003 Annual Town Meeting, sine die, and this motion was Adopted at 8:42 P.M.

SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot, Two (2) members of the Board of Selectmen for three years; One (1) member of the Board of Health for three years; One (1) Member of the Board of Health for a One (1) year unexpired term; One (1) Housing Authority Member for five years; One (1) member of the Planning Board for five years; Two (2) members of the School Committee for three years; and One (1) member of the Regional Voke School Committee for three years; and Two (2) Library Trustees for three years; and One (1) Library Trustee for a Two (2) year unexpired term.

Accomplished at the 2003 Annual Town Election, April 5, 2003.

SECTION 2

Article 2	Elected Official Salaries	
Article 3	Consent Calendar	
Article 4	Budget Articles	Lottery System for each Department
Article 5	Budget Related	Transfer \$600,000 from Overlay Surplus
Article 6	Personnel By-Law	Amend Pay Classification

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the fiscal year 2004.

	<u>FY03 Present</u>	<u>FY04 Requested</u>	<u>Voted (6/23/03)</u>
<u>BOARD OF HEALTH</u>			
Chairman	450	450	450
Members (2)	350	350	350
 MODERATOR	 500	 500	 500
 <u>PLANNING BOARD</u>			
Chairman	1200	1200	1200
Members (4)	850	850	850

SCHOOL COMMITTEE

Chairman	3000	3000	3000
Members (4)	2500	2500	2500

SELECTMEN

Chairman	6000	6000	6000
Members (4)	5000	5000	5000

Executive Summary: The purpose of the article is to fix the salaries of certain elected Town officials.

Finance Committee Chairman, Ray Shaw, requested that all Financial Articles be Tabled.

Motion: The Finance Committee motioned to Table Article 2 and this motion was Adopted. 5/5/03 8:10 PM

Point of Order: William Hurton asked: "Table to when?"

Moderator: "To the end of Town Meeting and then a motion will be made to Adjourn the 2003 Annual Town Meeting to June 23, to act on the Tabled Money Articles".

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 2 from the Table.

Voted: Article 2 was Removed from the Table. 6/23/03 8:01 PM

Motion: The Finance Committee motioned to Adopt Article 2.

Voted: Article 2 was Adopted. 6/23/03 8:01 PM

ARTICLE 3

Consent Calendar

The Moderator will call out the number of the Articles, one by one. If a voter objects to any particular Article being included in the Consent Calendar, he/she should say the word "HOLD" when the number is called. The Article is then removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner. After calling of the individual items in the Consent Calendar, the Moderator shall ask that the voters pass all the remaining items as a unit.

(Consent Calendar)

Article 3-7	Accept the Annual Report
(D)Article 3-8	Reduce the Tax Levy
Article 3-9	Lease/Purchase Agreement
Article 3-10	Authorize Chapter 90 Funds
(D)Article 3-11	Petition Legislature – Police Station
(D)Article 3-12	Rescind Action & Accept Chapter 242, Acts of 2000
(D)Article 3-13	Amend Special Act Charter Sec. 15
(D)Article 3-14	Amend Special Act Charter Sec. 10
(D)Article 3-15	Petition Legislature – Grant Easements

ARTICLE 3-7

To hear and act upon reports of the various town officers; or take any action relative thereto.

Town Manager

Executive Summary: The purpose of the article is to accept the reports of various officers, which were printed in the 2002 Town Report.

Moderator James Coakley informed the Assembly about an error on page 8 of the 2002 Annual Town Report. Under the Sewer Agreement Committee it has Charles Coppola as being deceased. This is incorrect. Mr. Coppola is alive and well.

The word deceased should be after Charles Stella (Deceased).

Motion: The Finance Committee motioned to Adopt Article 3-7 and this motion was Adopted.

8:12 PM 5/5/03

ARTICLE 3-8

To see if the Town will vote to transfer from the E&D account the total sum of \$1,616,574 to be used by the Assessors to reduce the current tax levy or take any related action.

Town Manager

Executive Summary: This article allows the Town to utilize funds that were considered available as of June 30, 2002 to balance the FY04 budget.

Motion: The Finance Committee motioned to Table Article 3-8 until June 23, 2003 and this motion was Adopted.

8:14 PM 5/5/03

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 3-8 from the Table.

Voted: Article 3-8 was Removed from the Table.

8:02 PM 6/23/03

Motion: The Finance Committee motioned Adopt Article 3-8 and Transfer \$1,616,574.00 from the E&D Account for the purpose of Article 3-8.

Voted: Article 3-8 was Adopted per the Finance Committee's Recommendation.

8:02PM 6/23/03

ARTICLE 3-9

To see if the Town will vote to authorize the Town Manager to enter into Lease/Purchase Agreements of up to five years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations or take any related action.

Town Manager

Executive Summary: This article is acted on annually and allows the Town Manager to lease/purchase equipment for various Town departments subject to an annual appropriation.

Motion: The Finance Committee motioned to Adopt Article 3-9 and this motion was Adopted.

8:12 PM 5/5/03

ARTICLE 3-10

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by the purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s), to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any action relative thereto.

Town Manager

Executive Summary: Each year the state indicates the amount it will allot to cities and towns for roadwork under Chapter 90. This article authorizes the town to spend these funds.

Motion: The Finance Committee motioned to Adopt Article 3-10 and this motion was Adopted.

8:12 PM 5/5/03

ARTICE 3-11

To see if the Town will vote to authorize the Board of Selectmen to petition the State Legislature to exempt the Town from a reversionary clause in the deed by the Commonwealth of Massachusetts to the Town of Tewksbury of the Police Station at 935 Main Street and allow the Town to sell the property or take any other action relative thereto.

Town Manager

Executive Summary: The purpose of this article is to allow the town to sell the former police station.

Motion: The Finance Committee motioned to Adopt Article 3-11 and this motion was Adopted.
Article 3-11 was Adopted.

8:14 PM 5/5/03

ARTICLE 3-12

To see if the Town will vote to rescind the action taken on Article 11 of the May 3, 2000 Special Town Meeting and further to accept the provisions of Chapter 242 of the Acts of 2000 which provides that no one shall be eligible to have his name certified for original appointment to the position of firefighter or police officer if such person has reached his thirty-second birthday on the date of the entrance examination, but any veteran shall be allowed to exceed the maximum age provision of this section by the number of years served on active military duty, but in no case shall said candidate for appointment be credited more than four years of active military duty. Or take any other action relative thereto.

Town Manager

Executive Summary: By accepting the provisions of Chapter 242 of the Acts of 2000 no person shall be eligible to have their name certified for original appointment to the position of firefighter or police officer if such person has reached their thirty-second birthday on the date of the entrance examination. Any veteran shall be allowed to exceed the maximum age provision of this section by the number of years served on active military duty, but in no case shall said candidate for appointment be credited more than four years of active military duty. Currently, there is no age limit for firefighter and police officer, as Article 11 of the May 3, 2000, special town meeting accepted Massachusetts General Laws Chapter 31, Sections 61A and 61B which allowed any one at any age to become a police officer or firefighter provided they passed the health and physical fitness standards. The town's concern is persons in their forties or fifties may pass the health and physical fitness standards but there is no guarantee that they would pass them in later years once they are hired.

Motion: Mr. Joseph Kelley motioned to Amend Article 3-12 and Adopt Article 3-12, as Amended.
Mrs. Patricia Meuse motioned to Indefinitely Postpone Article 3-12.

Voted: Mr. Kelley's Amendment was Adopted.
Mrs. Meuse's motion to Indefinitely Postpone Article 3-12 was Adopted.
Article 3-12 was Indefinitely Postponed.

8:22 PM 5/5/03

8:22 PM 5/5/03

ARTICLE 3-13

To see if the Town will vote to authorize the Board of Health to petition the State Legislature to amend the Special Act Charter by inserting the following at the end of Section 15:

The Board of Health shall be elected by popular vote during the spring annual elections. The Board shall consist of five persons serving three year terms, with two persons elected one year, two persons elected the second year, and one person elected the third year. For the purpose of implementation, the three seated members shall serve out their individual terms, with the two open seats being filled at the next general election, one seat for three years, the second for two years.

Board of Health

Executive Summary: This would increase the Board membership from the current three members to five members. The Board sometimes has trouble having a quorum for meetings, when one member may be sick, and another delayed at work. Five members will allow the Board to better function.

Motion: The Finance Committee motioned to Indefinitely Postpone Article 3-13.
Stephanie Wilkie, Board of Health Chairman, motioned to Adopt Article 3-13.

Voted: The Finance Committee's motion for Indefinite Postponement Failed.
Ms. Wilkie's motion to Adopt Article 3-13 was Adopted.
Article 3-13 was Adopted.

8:27 PM 5/5/03
8:27 PM 5/5/03

ARTICLE 3-14

To see if the Town will vote to authorize the Board of Health to petition the State Legislature to amend the Special Action Charter as follows:

Section 10 (a): Insert "the board of health" after the "school committee", to read "The town manager shall supervise and direct the administration of all departments, commissions, boards and offices except the board of selectmen, the school committee, *the board of health*, election officers and the registrars of voters."

Section 10 (c): Insert "and the board of health" after "the school department", to read "Except as otherwise provided by this act, the town manager shall appoint upon merit and fitness alone, and subject to the provisions of chapter thirty-one of the General Laws where applicable, may remove all officers and employees of the town, except employees of the school department *and the board of health*; town officers and employees not subject to the provisions of said chapter thirty-one shall not be removed by him except on ten days noticed in writing, setting forth the cause of such removal."

Section 15: Insert the following at the end of Section 15: "Notwithstanding anything to the contrary, the Board of Health shall be sole appointing and supervising authority of its officers and employees."

Board of Health

Executive Summary: This article would clearly state that the Board of Health is the sole appointing and supervising authority of its officers and staff. Up until the spring of 2001, the standard practice of the Board of Health was to interview and hire its entire staff, and exercise its supervision over day to day activities. The Board has hired all current and former employees directly, with no approval needed from the Town Manager. In the spring of 2001, the Town Manager ordered the Board of Health be folded into a new Community Development Department, under the supervision of the Director of Community Development. Adoption of this article would provide clear guidance that the elected Board of Health, answerable directly to the voters, has the sole responsibility over its staff.

Motion: The Board of Health motioned to Withdraw Article 3-14 and this motion was Adopted.
Article 3-14 was Withdrawn.

8:28 PM 5/5/03

ARTICLE 3-15

To see if the Town will vote to authorize the Board of Selectmen and/or Conservation Commission to petition the State Legislature to grant easements upon such terms and conditions as deemed advisable, subject to legislative approval pursuant to Article 97 of the Amendments of the Massachusetts Constitution, to lay, construct, maintain, operate, repair, change the size of, remove and replace a utility pipeline over three parcels of land to which the Town of Tewksbury and/or the Conservation Commission have an interest by instruments recorded at Middlesex North District Registry of Deeds, (**As Amended, Delete: Book 3394, Page 236 also shown as Lot 43 on Assessor's Map 63, on North Street, Middlesex North District Registry of Deeds,**) Book 3849, Page 149 also shown as Lot 77 on Assessor's Map 99 off Mill Street; and Middlesex North Registry of Deeds, Book 4182, Page 210 also shown as Lot 34 on Assessor's Map 111, on Bradford Road, consisting of proposed permanent right-of-way 20 feet more or less in width, together with temporary work space for construction purposes 10 feet more or less in width on either side of the proposed permanent easement immediately adjacent to the area of the proposed permanent easement said temporary work space to expire upon completion of construction or within two years from commencement of construction, whichever is less, or to act in any other manner in relation thereto.

Town Manager

Executive Summary: This article grants easements across three parcels of Town owned and Conservation Commission managed property to construct, operate and maintain sewer pipelines to provide sewer service to surrounding neighborhoods in accordance with the Town Master Sewer Plan.

Motion: The Finance Committee motioned to Adopt Article 3-15, as Amended by the Town Manager.
Town Manager, David Cressman, motioned to Amend Article 3-15.

Point of Order: Mr. Scott Consaul informed the Moderator that the amended article would repeat two (2) Middlesex North District Registry of Deeds and he suggested the one before Book 3394 should be stricken.
The Moderator seeing no opposition from the Assembly accepted Mr. Consaul's suggestion.

Voted: The Town Manager's Amendment was Adopted. 8:31 PM 5/5/03
The Finance Committee's motion to Adopt Article 3-15, as Amended, was Adopted. 8:31 PM 5/5/03
Article 3-15 was Adopted, as Amended.

AMENDMENT: (In the Warrant) Starting in the 8th line with the word, "Book", delete the following:
Book 3394, Page 236 also shown as Lot 43 on Assessor's Map 63,
on North Street, Middlesex North District Registry of Deeds,

ARTICLE 4

Budget

To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees and officers for the fiscal year which begins July 1, 2003 or take any related action.

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
General Fund Budget Classification				
<u>GENERAL GOVERNMENT</u>				
Moderator				
Salaries	500	500	500	
Operating	100	100	50	100
Total	600	600	550	600
Selectmen				
Salaries	28,185	28,185	28,185	
Operating	116,944	147,455	127,455	
Total	145,129	175,640	155,640	
Town Manager				
Salaries	312,555	302,308	302,308	
Operating	4,290	4,290	4,290	
Total	316,845	306,598	306,598	
Finance Committee				
Salaries	2,500	2,500	2,500	
Operating	1,560	1,560	1,375	
Total	4,060	4,060	3,875	
Town Counsel				
Operating	102,000	106,000	106,000	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Personnel Relations Review Board				
Salaries				
(Escrow for Wage Increase)	12,005	-	-	
Operating	200	200	200	
Total	12,205	200	200	
Administrative Services				
Salaries	104,458	86,674	86,674	
Operating	23,450	25,050	21,550	
Total	127,908	111,724	108,224	
Town Clerk				
Salaries	203,037	199,524	199,524	
Operating	12,395	12,395	12,395	
Total	215,432	211,919	211,919	
Election				
Salaries	41,421	30,736	30,736	
Operating	5,943	6,218	6,218	
Total	47,364	36,954	36,954	
Board of Registrars				
Salaries	2,850	2,850	2,850	
Operating	1,440	1,440	1,440	
Total	4,290	4,290	4,290	
Total General Government	975,833	957,985	934,250	934,300

FINANCE DEPARTMENT

Accounting				
Salaries	175,134	168,582	168,582	
Operating	9,062	8,944	8,444	
Total	184,196	177,526	177,026	
Computer Services				
Salaries	126,199	129,442	129,442	
Operating	118,050	93,700	92,600	
Outlay	64,100	67,749	64,500	
Total	308,349	290,891	286,542	
Assessor				
Salaries	216,000	209,815	209,815	
Operating	26,800	26,800	25,800	
Total	242,800	236,615	235,615	
Treasurer/Collector				
Salaries	323,088	332,732	331,732	
Operating	190,500	188,380	187,880	
Outlay	-	-	-	
Total	513,588	521,112	519,612	
Total Finance Department	1,248,933	1,226,144	1,218,795	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
<u>COMMUNITY SERVICES</u>				
Cable Television				
Salaries	2,500	2,500	2,500	
Operating	10,460	10,460	10,460	
Total	12,960	12,960	12,960	
Dog Officer				
Salaries	51,300	51,549	51,300	
Operating	5,000	4,751	4,251	
Total	56,300	56,300	55,551	
Veteran's Services				
Salaries	62,025	62,025	62,025	
Operating	106,000	106,000	106,000	
Total	168,025	168,025	168,025	
Exceptional Children				
Salaries	23,185	23,570	23,570	
Operating	15,376	15,577	15,377	
Total	38,561	39,147	38,947	
Patriotic Committee				
Operating	37,500	37,500	32,750	
Homecoming Committee				
Operating	14,870	14,870	6,000	
Recreation				
Salaries	183,104	191,371	81,553	
Operating	61,224	59,100	38,960	
Total	244,328	250,471	120,513	
Total Community Services	572,544	579,273	434,746	
<u>COUNCIL ON AGING</u>				
Salaries	145,703	147,637	147,637	
Operating	61,364	61,564	61,564	
Total Council on Aging	207,067	209,201	209,201	
<u>FACILITIES</u>				
Town Hall				
Salaries	23,507	16,147	16,147	
Operating	59,806	52,644	52,644	
Total	83,313	68,791	68,791	
Auxiliary Buildings				
Operating	36,512	26,000	26,000	
School Building Committee				
Salaries	4,000	4,000	2,000	
Operating	200	200	100	
Total	4,200	4,200	2,100	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Cemeteries				
Operating	3,000	3,000	3,000	
Total Facilities	127,025	101,991	99,891	

LIBRARY

Library				
Salaries	735,975	723,150	653,788	654,288
Operating	313,875	327,700	321,450	
Total	1,049,850	1,050,850	975,238	975,738
Total Library	1,049,850	1,050,850	975,238	975,738

PLANNING AND DEVELOPMENT

Planning(Community Development)				
Salaries	271,769	265,329	245,759	249,035
Operating	19,100	16,400	14,900	
Capital Outlay	-	4,620	4,620	
Total	290,869	286,349	265,279	268,555
Building				
Salaries	270,794	243,386	240,986	
Operating	9,070	8,750	8,750	
Capital Outlay	24,255	-	-	
Total	304,119	252,136	249,736	
Board of Health				
Salaries	208,868	207,695	207,695	
Operating	35,963	37,551	36,351	
Total	244,831	245,246	244,046	
Total Planning and Development	839,819	783,731	759,061	762,337

PUBLIC SAFETY

Police				
Salaries	4,765,436	4,842,841	4,654,660	
Operating	297,870	409,263	305,013	
Outlay	127,000	127,000	118,000	
Total	5,190,306	5,379,104	5,077,673	
Auxiliary Police				
Operating	1,775	1,800	1,800	
Fire				
Salaries	3,773,126	3,862,744	3,770,943	
New Position	-	83,106	-	
Operating	214,760	224,760	214,760	
Outlay	241,902	396,725	238,725	
Total	4,229,788	4,567,335	4,224,428	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Emergency Management				
Salaries	4,464	4,464	4,464	
Operating	12,245	26,830	16,125	
Total	16,709	31,294	20,589	
Parking Clerk				
Salaries	2,000	2,000	2,000	
Operating	2,700	2,700	2,700	
Total	4,700	4,700	4,700	
Total Public Safety	9,443,278	9,984,233	9,329,190	
<u>SCHOOL DEPARTMENT</u>				
Salaries	20,864,043	21,803,610	20,941,224	
Operating	7,877,175	7,830,184	7,830,184	
Outlay	33,013	-	-	
Total School Dept	28,774,231	29,633,794	28,771,408	28,706,115
<u>PUBLIC WORKS</u>				
Department of Public Works				
Salaries	2,164,912	2,190,025	2,149,144	
Operating	1,553,516	1,258,872	1,240,872	
Outlay	165,896	159,561	159,561	
Total	3,884,324	3,608,458	3,549,577	
Snow and Ice				
Salaries	76,007	76,008	76,008	
Operating	124,000	124,000	124,000	
Total	200,007	200,008	200,008	
Street Lighting				
Operating	138,529	138,529	138,529	
Solid Waste Disposal				
Operating	2,497,440	2,554,139	2,554,139	
Total Public Works	6,720,300	6,501,134	6,442,253	
<u>UNCLASSIFIED</u>				
Reserve Fund	100,000	100,000	100,000	
Maturing Debt	3,962,831	2,944,669	2,944,669	
Interest-Maturing Debt	2,051,803	1,583,852	1,583,852	
Interest-Temporary Loans	399,610	300,000	300,000	
Regional Vocational School	3,342,083	3,475,766	3,342,083	
Retirement	1,970,496	2,566,931	2,566,931	
Occupational Injury Reserve	56,129	56,129	56,129	
Unemployment Compensation	16,130	16,630	16,630	
Group Insurance	6,196,552	6,748,381	6,505,984	
Medicare Tax	320,000	340,000	340,000	
Fire/Liability Insurance	486,618	656,934	656,934	556,934
Total Unclassified	18,902,252	18,789,292	18,413,212	18,313,212

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Total General Fund Budget Before Transfers	68,861,132	69,817,628	67,587,245	67,425,778 (R&A)

TRANSFER FROM GENERAL FUND BUDGET

TO Sewer Enterprise	-	(367,472)	(367,472)	587,972
ATM Total				
Net General Fund Budget	<u>68,861,132</u>	<u>69,450,156</u>	<u>67,219,773</u>	<u>66,837,806</u>

SEWER ENTERPRISE FUND BUDGET

(Sewer Enterprise Fund established as of July 1, 2003)

DIRECT COSTS

Lowell Sewer	-	285,000	285,000	
Maturing Debt	-	699,152	699,152	
Interest-Maturing Debt	-	270,581	270,581	
Interest-Temporary Loans	-	200,000	200,000	
Total Direct Costs	-	1,454,733	1,454,733	(R&A)

INDIRECT COSTS

Transfer from General Fund	-	367,472	367,472	587,972
Total Sewer Enterprise Fund Budget	<u>-</u>	<u>1,822,205</u>	<u>1,822,205</u>	<u>2,042,705</u>

Executive Summary: The purpose of the Article is to fund various department budgets for FY04.

Motion: The Finance Committee motioned to Table Article 4 until June 23, 2003.

Finance Committee Chairman, Ray Shaw, informed the Assembly of scheduled budget public hearings to be held on May 14, 7:30 PM, at Town Hall; May 21, 7:30 PM at Police Headquarters; and May 28, 7:30 PM at the Town Hall and the Finance Committee will post the Finance Committee Recommendations with the Town Clerk on Friday, June 20th.

Moderator Coakley informed the Assembly that he is accepting the motion to Table Article 4 until Wednesday evening and then on Wednesday evening and, after the last lottery article has been acted upon, he will entertain a motion to Adjourn the 2003 Annual Town Meeting to Monday, June 23, 2003 to act on the budget articles.

Voted: The motion to Table Article 4 was Adopted.

8:39 PM 5/3/03

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 4 from the Table.

Voted: Article 4 was Removed from the Table.

8:03 PM 6/23/03

Questions ensued about the procedure for the funding for the Sewer Enterprise Fund Budget.

The Moderator Recessed the 2003 Annual Town Meeting at 8:22 PM. For a discussion among Town Officials'.

The Moderator Reconvened the 2003 Annual Town Meeting at 8:27 PM.

Motion: Finance Committee Chairman, Ray Shaw, motioned to Amend Article 4 with the following changes and Adopt Article 4, as Amended:

	<u>From</u>	<u>As Amended</u>
Moderator Operating	\$ 50	\$ 100
Library-Salaries	653,788	654,288
Planning-Salaries	245,759	249,035
School Department	28,771,408	28,706,115
Fire & Liability Insurance	656,934	556,934
Transfer to Sewer Fund	- 367,472	- 587,972
Total General Fund Budget	67,219,773	67,425,778
Total Sewer Fund Budget	1,822,205	2,042,705

Moderator Coakley informed the Finance Committee and Assembly that he will accept the Finance Committee's submitted Recommendations as part of their budget recommendation and not as an Amendment.

The Moderator informed the Assembly that he would read the Budget Classifications and if any voter wishing to Debate any Budget to call out Debate and he would set that Department Budget aside.

The School Department Budget was marked for Debate.

All other Department budgets and the Sewer Enterprise Fund were **NOT** marked for Debate and were Adopted per the Finance Committee's Recommendation. 8:30 PM 6/23/03

School Department

Motion: The Finance Committee motioned to Adopt the School Department budget as Recommended by the Finance Committee.

Voted: The School Department Budget was Adopted, per the Finance Committee's Recommendations. 8:39 PM 6/23/03

A motion was Made to Move the Question and this motion was Adopted. 8:39 PM 6/23/03

Because the Warrant and the Finance Committee's Recommendations showed the Indirect Costs of the Sewer Enterprise Fund Budget as a Transfer from the General Fund the Moderator motioned to Reconsider the Sewer Enterprise Indirect Cost section to make this unmistakably clear and this Reconsideration motion was Adopted. 8:39 PM 6/23/03

Voted: Transfer of the Sewer Enterprise Fund Budget-Indirect Costs from the General Fund Budget was Adopted. 8:39 PM 6/23/03

Voted: The Sewer Enterprise Fund Budget was Adopted.. 8:39 PM 6/23/03

Voted: Article 4, the Budget as a whole, to Raise & Appropriate \$69,468,483.00 was Adopted. 8:40 PM 6/23/03

Chief Assessor, Finance Director, Treasurer, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant on May 5, 2003.

**APPROPRIATION CERTIFICATE – 2003 ANNUAL TOWN MEETING
MAY 5 & 7 AND JUNE 23, 2003**

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	BORROW
3-8. Reduce the Current Tax Levy.		\$ 1,616,574.00	From E & D Account
4. FY04 Budget	\$ 68,880,511.00		
5. FY04 Budget Additional Funding		600,000.00	From Overlay Surplus
TOTAL RAISE & APPROPRIATE:	\$ 68,880,511.00		
TRANSFER E & D ACCOUNT:		\$ 1,616,574.00	
TRANSFER FROM OVERLAY SURPLUS		\$ 600,000.00	
TOTAL TRANSFERS:		\$ 2,216,574.00	

**APPROPRIATION CERTIFICATE – FISCAL 2004
RECAPITULATION**

TAX LEVY (Total Raise & Appropriate)	\$ 68,880,511.00
REDUCE TAX LEVY (Article 3-8 Transfer from E&D)	\$ 1,616,574.00
NET TAX LEVY	\$ 67,263,937.00
From OVERLAY SURPLUS ACCOUNT (Additional Funding for FY04 Budget)	\$ 600,000.00
From E&D to Reduce Tax Levy	\$ 1,616,574.00
TOTAL APPROPRIATION	\$ 69,480,511.00

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

ARTICLE 5

To see if the Town will vote to transfer \$600,000 from the overlay surplus account to fund the FY04 budget or take any other action relative thereto.

Town Manager

Executive Summary: The town puts aside an amount each year to pay taxpayers who have received an abatement. The amount transferred represents the amount that will no longer be required as determined by the Board of Assessors.

Motion: The Finance Committee motioned to Table Article 5 until June 23, 2003 and this motion was Adopted.

8:39 PM 5/5/03

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 5 from the Table.

Voted: Article 5 was Removed from the Table.

8:40 PM 6/23/03

Motion: The Finance Committee motioned to Adopt Article 5 and Transfer \$600,000.00 from the Overlay Surplus Account for the purpose of Article 5.

Voted: Article 5 was Adopted, per the Finance Committee's Recommendation.

8:41PM 6/23/03

ARTICLE 6

To see if the town will vote to amend the Personnel By-Laws by placing the following positions in the Pay Classification Plan – Group A:

Assistant Library Director
Accountant
Collector
Town Engineer
Treasurer

Or take any other action relative thereto.

Town Manager

Executive Summary: This article re-aligns these positions into an employee group of similar positions and there is no change in the position's pay scale.

Motion: The Finance Committee motioned to Adopt Article 6 and this motion was Adopted.
Article 6 was Adopted.

8:40 PM 5/5/03

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

ARTICLE 3-7	
ARTICLE 3-8	Hold/Debate
ARTICLE 3-9	
ARTICLE 3-10	
ARTICLE 3-11	Hold/Debate
ARTICLE 3-12	Hold/Debate
ARTICLE 3-13	Hold/Debate
ARTICLE 3-14	Hold/Debate
ARTICLE 3-15	Hold/Debate

SECTION 3 (Lottery System)

Article 16	Town By-Law	Amend Section 12.04.050
Article 17	Town By-Law	Amend Add New Section 3.04.015
Article 18	Zoning By-Law	Amend Section 8323 c. 4
Article 19	Zoning By-Law	Amend Section 5411
Article 20	Zoning By-Law	Amend Section 5412
Article 21	Zoning By-Law	Add New Section 2318
Article 22	Zoning By-Law	Add Section 5500 and Delete 5370-5376
Article 23	Zoning By-Law	Amend Appendix D (Battle's Estate)
Article 24	Zoning By-Law	Amend Appendix D (former Met Life property)
Article 25	Zoning By-Law	Amend Appendix D (East St. near Shawsheen St.)
Article 26	Zoning By-Law	Amend Appendix D (Cooney's Land on Livingston St.)
Article 27	Zoning By-Law	Rezone (Map 63 Lots 51 & 52, Map 77 Lots 2 & 20)
Article 28	Zoning By-Law	Rezone (Map 73 Lot 3)
Article 29	Zoning By-Law	Add New Section 8000
Article 30	General Article	Increase Tax exemption
Article 31	General Article	Accept Sanitary Sewer Line/Pump Stations

ARTICLE 16

To see if the Town will vote to amend the Town By-Laws, Section 12.04.050, Placing obstruction prohibited; as follows:

Delete current section 12.04.050:

No persons other than an employee in the service of the Town or an employee in the service of an independent contractor acting for the Town shall place or cause to be placed any obstruction which include, but not limited to, the depositing of snow, ice or the pumping of water on any traveled public way, any sidewalk or snow on fire hydrant so as to impede the flow of traffic or hinder the snow plowing operation on such public way or allow the same to remain there without first obtaining the consent in writing of the superintendent of public works. Such obstruction shall not include rubbish and recyclable materials put out for collection. The Police Department will be the sole enforcing agency of this By-Law.

Whoever violates this section shall be punished by a fine:

First Offense –	\$ 25.00
Second Offense -	\$ 30.00
Third & Subsequent Offense -	\$100.00

Add new section 12.04.050:

No persons other than an employee in the service of the Town or an employee in the service of an independent contractor acting for the Town shall place or cause to be placed any obstruction which include, but not be limited to, the depositing of snow, ice, or the pumping of water on any traveled public way or sidewalk so as to impede the flow of traffic; or hinder the snow plowing operation on such public way; or deposit snow near or on any fire hydrant so as to obstruct the access to the fire hydrant; or allow the same to remain there without first obtaining the consent in writing of the superintendent of public works. All basketball hoops or other recreational equipment located on any right of ways used by vehicular traffic shall be removed for the time period effective November 1st of each year until April 1st of the following year. Such obstruction shall not include rubbish and recyclable materials put out for collection. The Police Department will be the sole enforcing agency of this By-Law.

Whoever violates this section shall be punished by a fine:

First Offense	Written Warning
Second Offense	\$ 50.00
Third & Subsequent Offense	\$100.00

Or take any other action relative thereto.

Department of Public Works Superintendent

Executive Summary: This article clarifies the previous wording of the article and adds basketball hoops and recreational equipment because they are difficult to see when it is snowing and are capable of damaging the plows and the plow side mirrors.

Motion: The Finance Committee motioned to Amend Article 16, and Adopt Article 16, as Amended.

Voted: The Finance Committee's Amendment was Adopted.
Article 16 was Adopted, as Amended.

8:10 PM 5/7/03
8:10 PM 5/7/03

AMENDMENT: Under violations, First Offense, Written Warning.

ARTICLE 17

To see if the Town will vote to amend the Town By-Laws, Chapter 3.04, Revenue and Finance, by adding a new section 3.04.015, Demand fee which allows the town to add a demand fee to water and sewer bills that remain unpaid fourteen (14) days after the due date. Or take any other action relative thereto.

Town Manager

Executive Summary: Passage of this article would allow the town to add a demand fee to unpaid water and sewer bills. Demand fees are currently added to unpaid real estate, personal property and motor vehicle excise bills.

Motion: The Finance Committee motioned to Adopt Article 17, as Amended by the Town Manager.

Voted: The Town Manager's Amendment was Adopted.
Article 17 was Adopted, as Amended.

8:08 PM 5/7/03
8:08 PM 5/7/03

AMENDMENT: I move to amend Article 17 by deleting all words in the first sentence beginning at the Words "Demand Fee" and replacing them with the following:

Demand Fee. The Town shall charge a fee for the demand notice on all water bills and sewer bills which are not paid within fourteen (14) days after the due date.

ARTICLE 18

To see if the Town will vote to amend Section 8323. c. 4 of the Town Zoning Bylaw by adding the following as the last sentence of the section.

The Planning Board may allow for a reduction of this separation based upon the submittal of sufficient information so long as it would not exceed the requirements of the Department of Environmental Protection's Stormwater Management Policy in effect at the time of the application.

Planning Board

Executive Summary: In implementing the recently passed groundwater protection district, a situation has arose where the Bylaw could be contradictory to existing Stormwater Management Policies, this article takes into account the governing policy at time of the application.

Motion: The Planning Board motioned to Adopt Article 18.

Voted: Article 18 was Adopted. 13 YES, -0- NO Unanimous Vote

10:02 PM 5/7/03

ARTICLE 19

To see if the Town will vote to Amend Section 5411 of the Town Zoning Bylaw so that the Section reads as follows:

5411. In the Commercial and R40 District where a business or industrial use abuts a residential district, a landscape buffer up to a minimum of 20 feet in depth designed to mitigate the impact of the business or industrial use on abutting residential districts may be required by the Planning Board between the business or industrial use and the residential district, and that this provision shall be construed to regulate lots across a public way from lots located in the R40 or R80 Zone.

Planning Board

Executive Summary: This article changes the landscape buffer requirement to regulate lots across a public way from R40 or R80 Zones.

Motion: The Planning Board motioned to Adopt Article 19.

Voted: Article 19 was Adopted. 12 YES, -0- NO Unanimous Vote.

10:00 PM 5/7/03

ARTICLE 20

To see if the Town will vote to Amend Section 5412 of the Town Zoning Bylaw so that the Section reads as follows:

5412. In the Heavy Industry District where a business or industrial use abuts a residential district, a landscape buffer of a minimum of 30 feet up to a maximum of 60 feet in depth designed to mitigate the impact of the business or industrial use on abutting residential districts shall be required by the Planning Board between the business or industrial use and the residential district, and that this provision shall be construed to regulate lots across a public way from lots located in the R40 or R80 Zone.

Planning Board

Executive Summary: This article changes the landscape buffer requirement to regulate lots across a public way from R40 or R80 Zones.

Motion: The Planning Board motioned to Adopt Article 20.

Voted: Article 20 was Adopted. 22 YES, -0- NO Unanimous Vote.

8:06 PM 5/7/03

ARTICLE 21

To see if the Town will vote to Amend Section 2300 of the Town Zoning Bylaw by adding a new Section 2318 as follows:

2318 District Boundaries for Residential Districts. Where a district boundary for a residential district; R40, MFD, MFD/55 or other residential use district, abuts a Heavy Industrial or Commercial District, and is adjacent to a public or private way, that way shall be deemed part of the residential district for the determination of applicable provisions of the zoning bylaws, such as, but not limited to, Section 4000 and 5400.

Planning Board

Executive Summary: This article provides that where a way, either public or private, separates a residential district from a Heavy Industrial or Commercial District, the residential district extends across said way for the determination of applicable provisions of the zoning bylaws.

Motion: The Planning Board motioned to Withdraw Article 21 and this motion was Adopted.

8:05 PM 5/7/03

Voted: Article 21 was Withdrawn.

ARTICLE 22

To see if the Town will vote to amend the Tewksbury Zoning Bylaws by adding Section 5500 Earth Moving and Clearing of Property and by adding new items within the Tewksbury Zoning Bylaws, Definitions as follows and deleting Sections 5370 -5376:

5500. EARTH MOVING AND CLEARING OF PROPERTY

5510. General. The Regulated Activity shall mean earth moving and/or clearing **and grubbing**. **The Regulated Activity** shall be performed only in accordance with Sections 5520 through 5534, except that the following shall be exempted from these provisions:

5511. Earth moving of less than five hundred (500) cubic yards of material or clearing activity which disturbs an area less than 20,000 square feet within any twelve (12) month period.

5512. The Regulated Activity on a parcel for which removal was authorized pursuant to a permit duly issued by the Town of Tewksbury prior to adoption of Section 5500 may continue until the expiration date of said permit, or for eighteen (18) months, whichever is the greater, provided that all bylaws, permits and conditions applicable prior to the adoption of this Section shall be complied with. Subsequent to such date, full compliance with all the requirements of Section 5500 must be met.

5513. Clearing on property that has received an approved Forest Cutting Plan developed by a certified forester and approved by the Massachusetts Department of Environmental Management.

Special Permit or Approval.

5521. Earth moving of five hundred (500) cubic yards or more of material or clearing activity which disturbs an area of 20,000 square feet or more and less than one (1) acre within any twelve (12) month period, shall be allowed only under a Building Permit issued by the Building Commissioner.

5522. Earth moving of more than one thousand (1,000) cubic yards of material or clearing activity which disturbs an area of one (1) acre or more within any twelve (12) month period, shall be allowed only under a Special Permit issued by the Planning Board or by approval of the Planning Board in case of a subdivision, a copy of which shall be forwarded forthwith to the Conservation Commission and Town Engineer. The following shall be conditions for such issuance:

5523. The Regulated Activity shall be granted only upon demonstration that adequate provisions have been made to protect against erosion, soil instability, uncontrolled surface water runoff, or other environmental degradation. All such slopes exceeding 15% which result from site grading or construction activities shall either be covered with topsoil to a depth of at least four (4) inches and planted with vegetative cover sufficient to prevent erosion or be retained by a wall constructed of masonry, reinforced concrete or treated pile or timber. Applications and plans for such special permits shall be forwarded forthwith to the Conservation Commission and Town Engineer.

5524. The application shall be accompanied by a plan showing all natural and man-made features, including wetlands, water courses, 100 year flood plain, property lines, names and addresses of all abutters, including those across any street or way, topography at two (2) foot contour interval of the site and all land within one hundred (100) feet of the area of the Regulated Activity together with any grades below or above which finish surface will now lie, and the proposed cover vegetation and trees. The application shall include a description of earth moving, clearing or construction activities, in sequence, which specifies the expected date of soil stabilization, vegetation and completion. If involving more than one (1) acre of clearing, the plan shall be prepared by a Registered Landscape Architect. If involving more than five hundred (500) cubic yards of materials to be moved, the plan shall be prepared by a Registered Engineer.

5525. A performance bond in the amount determined by the Planning Board shall be posted in the name of the Town assuring satisfactory performance in the fulfillment of the requirements of this Bylaw and such other conditions as the Planning Board may impose conditions to the issuance of its permit.

5526. Before granting a permit, the Planning Board shall give due consideration to the location of the proposed Regulated Activity, to the general character of the neighborhood surrounding such location, to the protection of water supply, to the general safety of the public on the public ways in the vicinity, and to the recommendations of the Conservation Commission and Town Engineer.

5527. Inspection and Compliance. In order to ensure compliance with a Special Permit or approval granted under this regulation, the Planning Board will require the applicant to perform periodic inspections and submit written reports. The interval and content of such inspection and reporting shall be determined during review of the application. Upon satisfactory completion of the Regulated Activity, the applicant shall provide an as-built plan signed by a Registered Landscape Architect or Registered Engineer as required by Section 5524. The Planning Board shall perform an inspection prior to releasing the performance bond or other security.

5530. Performance Standards for Regulated Activities

5531. Erosion control structures will be located no closer than 15 feet from an abutting property line and will be designed so as not to create point discharges onto abutting properties.

5532. Dust from all earthmoving activities shall be controlled.

5533. Earth materials shall not be deposited onto any roadways.

5534. Vegetative stabilization measures shall be employed during the Regulated Activity and construction activity as required by the approving authority. All perimeter dikes and slopes, basin or trap embankments shall be stabilized with sod, seed, anchored mulch within seven (7) days of disturbance. All other disturbed areas shall be stabilized with sod, seed and anchored mulch within fourteen (14) days after disturbing activities are ceased.

Topsoil shall be stripped from disturbed areas and stockpiled in an approved area and stabilized with a temporary vegetative cover if left more than fifteen (15) calendar days. Perimeter sediment controls shall be installed around stockpiled topsoil.

During cold weather months, when seeding and sodding may be impractical, anchored mulch shall be applied as approved.

DEFINITIONS:

And by inserting new definitions under Section 10000. Definitions, alphabetically as follows:

Clearing: The removal and/or cutting of trees, shrubs, bushes, or brush. Clearing shall also including grubbing.

Earth Moving: The moving within, removal from and/or addition to any lot or parcel of topsoil, borrow, rock, sod, loam, peat, humus, clay, sand, or gravel.

Grubbing: The removal of stumps and/or roots from the soil.

Planning Board

Executive Summary: This article replaces existing language in the bylaw with thresholds and performance standards for clearing and earth moving activities on sites.

Motion: The Planning Board motioned to Adopt Article 22.

Voted: Article 22 was Adopted. 14 YES, -0- NO Unanimous Vote.

9:59 PM 5/7/03

ARTICLE 23

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change from HI to R40 [Identified as Battle's Estate]

Beginning at a point 550', more or less, on North St. north of the intersection of Apple Hill Dr. and North St., thence north on North St. for a distance of 370', more or less, thence west along the northern boundary of land of Raytheon Co. for a distance of 535', more or less, thence southwest along boundary of land of Raytheon Co. for a distance of 765', more or less, thence northeast for a distance of 820', more or less, to the point of beginning.*

Planning Board

Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: At 8:45 PM (5/7/03) the Planning Board motioned to Adopt Article 23, as Amended.

The Planning Board motioned to correct a scrivener's error.

Attorney Richard O'Neill motioned to Amend Article 23.

Mr. William Hurton motioned to Indefinitely Postpone Article 23.

A motion was made to Move the Question and this motion Failed. 32 YES, 70 NO

9:26 PM 5/7/03

A motion was made to Move the Question and this motion was Adopted.

9:42 PM 5/7/03

Voted: The motion to correct the scrivener's error was Withdrawn.

9:46 PM 5/7/03

Mr. Hurton motioned to Withdraw his motion for Indefinite Postponement and this motion was Adopted.

9:47 PM 5/7/03

Attorney O'Neill's motion to Amend Article 23 was unclear to the Moderator and the Moderator conducted a Standing Count.

Mr. O'Neill's Amendment was Adopted. 66 YES, 52 NO

9:45 PM 5/7/03

Article 23 was Adopted, as Amended. 104 YES, -0- NO Unanimous Vote.

9:51 PM 5/7/03

AMENDMENT:

To see if the Town will vote to amend the Town of Tewksbury Zoning Map, dated March 27, 2002, as described and amended in Appendix D of the Zoning Bylaw, and to further amend said Appendix D, section zz. of the Zoning Bylaw by deleting therefrom the following described parcel, and adding said described parcel to said Appendix D as a new Section sss.:

Change from HI to R40 a certain parcel of land containing 48,531 square feet, more or less, situated on North Street, in the Town of Tewksbury, Middlesex County, Massachusetts, being shown as Lot A on a plan entitled "Apple Hill Technology Park, Plan of Land in Tewksbury, Massachusetts, prepared for the Raytheon Company, Scale 1" = 100', dated October 15, 1997, prepared by

Martitage Engineering Associates, Inc. Civil – Environmental Engineers & Land Surveyors, 131 Main Street, Reading, MA 01867", bounded and described as follows:

Beginning at the intersection of the Westerly side of North Street and the Southeast corner of lot A as shown on the Plan;

Thence SOUTH 64° 07' 30" WEST by land of Raytheon Company being Lot B on the Plan 265.00 feet to a point;

Thence NORTH 26° 57' 13" WEST by Lot B 130.00 feet to a point;

Thence NORTH 20° 33' 56" EAST by Lot B 80.14 feet to a point;

Thence NORTH 64° 07' 30" EAST by land now or formerly of Joseph E. and Martha L. Morello 218.00 feet to a point;

Thence NORTH 64° 07' 30" EAST by land now or formerly of Joseph E. and Martha L. Morello 218.00 feet to a point;

Thence SOUTH 21° 42' 30" EAST by North Street 15.04 feet to a point;

Thence SOUTH 23° 20' 30" EAST by North Street 170.37 feet to the point of beginning.

*Distances and bearings scaled from Assessor's Maps.



Battle's Estate, North St.

_____ = Heavy Industry Boundary prior to 1995.

----- = Additional land zoned to Heavy Industry in 1995.

Reference: Assessor's Map 39 Lot 51, 6.88+/- acres.

ARTICLE 24

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change for HI to R40 [Identified as former Met Life property]

Beginning at a point 450', more or less, from North St. on the boundary of now or formerly Kaplan, thence north-northeast of 900', more or less, thence southeast for a distance of 260', more or less, thence southwest for a distance of 710', more or less, to the point of beginning. *

Change from HI to R40

Beginning at a point 1,680', more or less, southerly along the New England Power Co. land from the Tewksbury-Andover boundary line, thence along said land of NEPCO southwest a distance of 120', more or less, thence southeast along said land of NEPCO a distance of 155', more or less, thence north to the point of beginning. *

Change from R40 to HI

Beginning at a point along land of Met Life a distance of 350', more or less, from the northern boundary of Andover St., thence northeasterly along land of New England Power Co. a distance of 120', more or less, thence northwesterly a distance of 155', more or less, thence southerly a distance of 185', more or less to the point of beginning.*

Planning Board

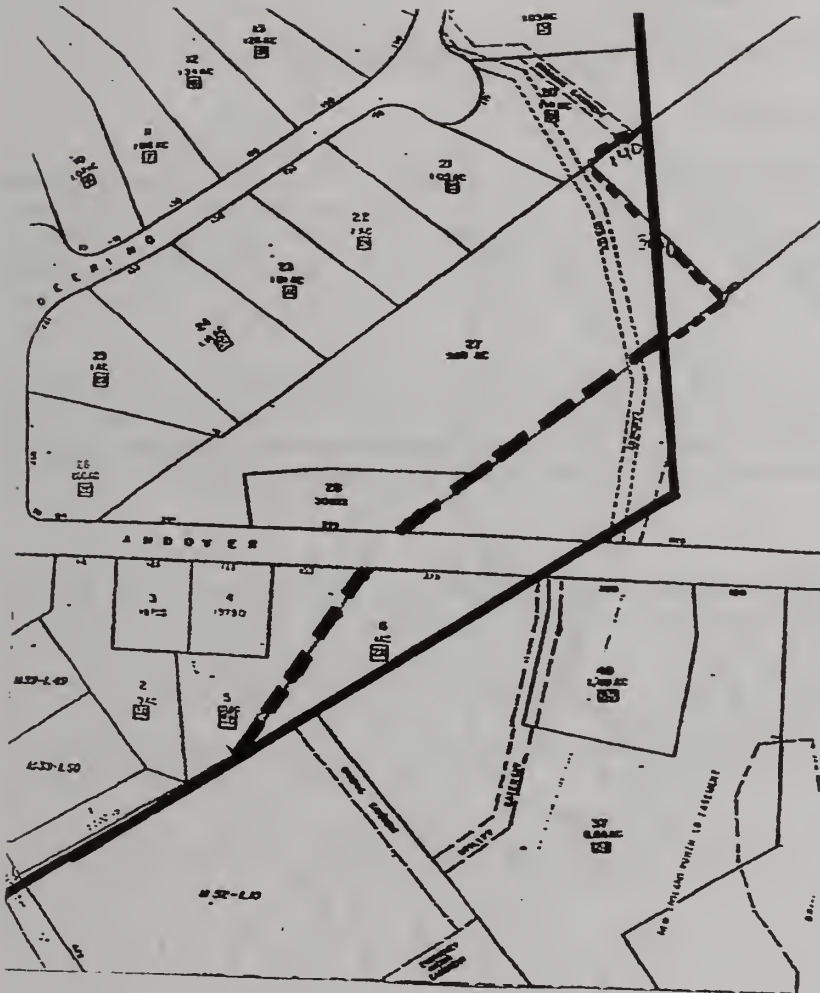
Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: The Planning Board motioned to Adopt Article 24.

Voted: Article 24 was Adopted. 25 YES, -0- NO Unanimous Vote.

9:51 PM 5/7/03

*Distances and bearings scaled from Assessor's Maps.



Former Met Life, Andover St.

- _____ = Heavy Industry Boundary prior to 1995.
 - - - - - = Additional land zoned to Heavy Industry in 1995.

*small triangle zoned to residential on right of HI line.

Reference: Assessor's Map 53 Lot 6, 1 acre,
 Partial Lot 29, 1+ acre,
 Partial Lot 27 and 30, ½ +/- acre.

ARTICLE 25

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change from HI to R40 [Identified as East St. Near Shawsheen]

That portion of Town beginning at the East St. and the intersection of land now or formerly of Pitts and land now or formerly of East St. Associates, thence southwest along East St. a distance of 34', more or less, thence northwest along land of East St. Assoc., a distance 225', more or less, thence northeast along land of East St. Assoc., a distance of 250', more or less, thence southeast a distance of 200' more or less, thence southwest along land of East St. Assoc. a distance of 125', more or less, thence southwest along land of East St. Assoc. to the point of beginning, a distance of 100' more or less.

And Change from HI to R40

Beginning at a point 200', more or less, from East St. along the land of East St. Assoc. and Brandon, thence southwest along land of East St. Assoc. to East St., a distance of 260', more or less, thence southwest along East St. a distance of 50', more or less, thence northwest along land now or formerly of Speliotis, a distance of 100', more or less, thence southwest along land of East St. Assoc. a distance of 150' more or less, thence northeast a distance of 375', more or less, to the point of beginning.

Planning Board

Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: The Planning Board motioned to Adopt Article 25.

Voted: Article 25 was Adopted. 22 YES, -0- NO Unanimous Vote.

9:52 PM 5/7/03



East St., near Shawsheen St.

_____ = Heavy Industry Boundary prior to 1995.
 - - - - - = Additional land zoned to Heavy Industry in 1995.
 Reference: Assessor's Map 113 Partial Lot 10, 2 areas.

ARTICLE 26

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change from HI to Farming [Identified as Cooney's Land on Livingston St]

That portion of Town beginning at Livingston St. and the intersection of land now or formerly of Yee and land now or formerly of Cooney, thence southwest along land of Cooney to the B& M railroad line, a distance 1,260', more or less, thence west along the B&M railroad line to land of Pheasant Hunt Condos, a distance 735', more or less, thence northeast along land of Cooney and land of Brenden to Livingston St. a distance of 1,705', more or less, thence southeast along Livingston St. to the point of beginning, a distance of 880', more or less.

Planning Board

Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: The Planning Board motioned to Amend Article 26 and Adopt Article 26, as Amended.

Voted: The Planning Board's Amendment was Adopted.
Article 26 was Adopted, as Amended.

17 YES , -0- NO Unanimous Vote.

9:56 PM 5/7/03

9:56 PM 5/7/03

AMENDMENT:

Delete:

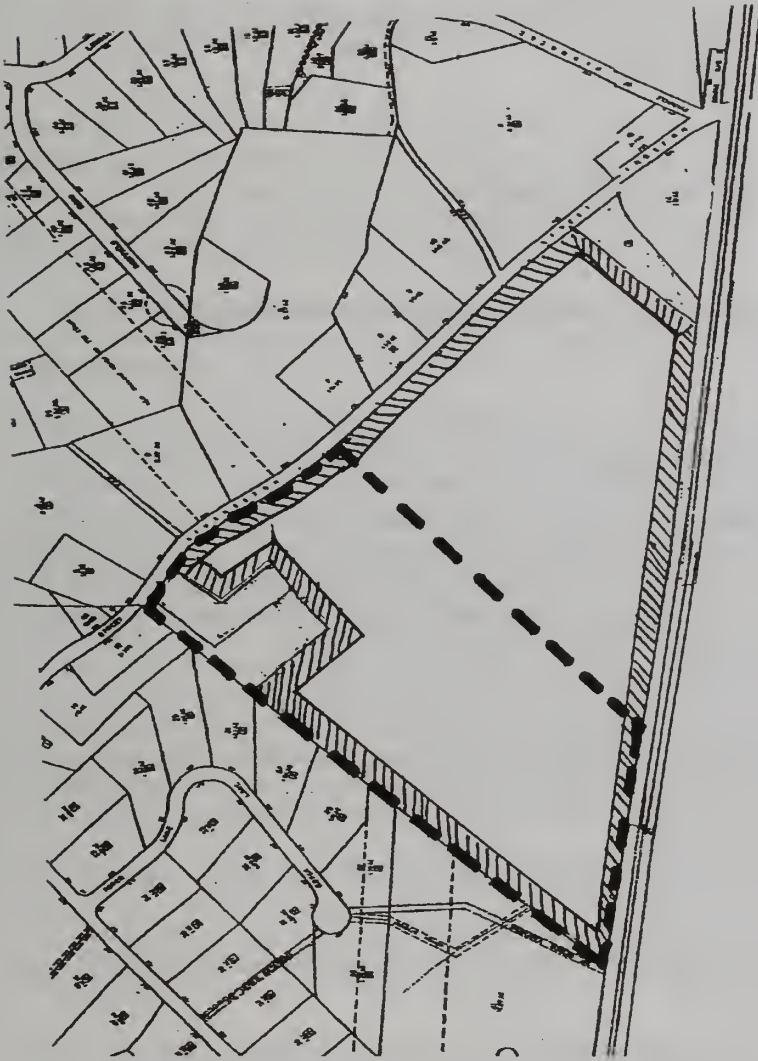
and land of Brenden to Livingston St. a distance of 1,705', more or less, thence southeast along Livingston St. to the point of beginning, a distance of 880', more or less.

Add:

a distance of 1300' more or less, thence southeast along land of Brenden (M63 L51) a distance of 295' more or less, thence northeast along land of Brenden and Cooney (M63 L51+52) a distance of 260' more or less, thence northwest along land of Cooney (M63 L52) a distance of 180' more or less, thence northeast along land of Cooney (M63 L52) a distance of 160' more or less to Livingston St., thence southeast along Livingston St. and land of Cooney (M77 L2+L20) a distance of 580' more or less to point of beginning.

Change from HI to R-40.

That portion of Town beginning at Livingston St. and the intersection of land now or formally of Brenden (M63 L51) and land of Shamas (M63 L18), thence southwest along land of Brenden a distance of 410' more or less, thence southeast along land of Brenden (M63 L51) a distance of 295' more or less, thence northeast along land of Brenden and Cooney (M63 L51+52) a distance of 260' more or less, thence northwest along land of Cooney (M63 L52) a distance of 180' more or less, thence northeast along land of Cooney (M63 L52) a distance of 160' more or less to Livingston St., thence northwest along land of Brenden and Cooney (M63 L51+52) a distance of 149' more or less, to point of beginning.



Cooney Land, Livingston St.

////// = Land zoned to Farming in 1992.

---- = Land zoned to Heavy Industry (HI) in 1995.

Reference: Assessor's Map 63 Lots 51 & 52,
Assessor's Map 77 Lots 2 & 20, 19.5 +/- acres.

ARTICLE 27

To see if the Town will vote to re-zone properties located at Assessors Map 63, Lot 51; Assessors Map 63, Lot 52; Assessors Map 77, Lot 2; and, Assessors Map 77, Lot 20 from Heavy Industrial (HI) to Farming (FA); and, to amend the appropriate provisions of Appendix D. Zoning Map - Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the "Town of Tewksbury Zoning Map dated March 27, 2002" on file with the Town Clerk.

James F. Cooney and others

Executive Summary: The purpose of this Article is to re-zone the properties located at Assessors Map 63, Lot 51; Assessors Map 63, Lot 52; Assessors Map 77, Lot 2; and, Assessors Map 77, Lot 20 from Heavy Industrial (HI) to Farming (FA). These several properties were all formerly zoned Farming (FA) but in 1995 were re-zoned by the Annual Town Meeting to Heavy Industrial (HI). This re-zoning was done without the knowledge or consent of the owners of these several properties.

Motion: Attorney Richard O'Neill acting on behalf of the Petitioner, James F. Cooney, motioned to Withdraw Article 27.

Voted: Article 27 was Withdrawn.

9:57 PM 5/7/03

ARTICLE 28

To see If the Town will vote to re-zone Southwest portion of the property located at Assessors Map 73, Lot 3; the Northeast portion of the property located at Assessors Map 73, Lot 3; and, a certain portion of Villa Roma Drive, all as described below, from Residential (R-40) to Commercial (COMM); and, to amend the appropriate provisions of Appendix D, Zoning Map - Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the "Town of Tewksbury Zoning Map dated March 27, 2002" on file with the Town Clerk.

Said property being more fully described as follows:

Beginning at a point, lying westerly 291' parallel with the westerly line of State Highway RTE 38, said point being the northeasterly corner of the herein described parcel of land;
Thence, S 39° 08'39" W distance of 137.78 feet to a point;
Thence, N46° 16'40" W distance of 200.00 feet to a point;
Thence, S39° 11'17" W distance of 320.00 feet to a point;
Thence, S45° 47'43" E distance of 244.78 feet to a point;
Thence, N44° 12'17" E distance of 90.00 feet to a point;
Thence, S45° 47'43" E distance of 156.23 feet to a point;
Thence, S10° 51'25" E distance of 340.85 feet to a point;
Thence, N34° 08'35" E distance of 457.62 to a point;
Thence, N31° 08'25" W distance of 391.68 feet to a point;
Thence, along a curve to the right having a radius of 709.94 feet, and a length of 63.12 feet;

To the POINT OF BEGINNING.

The above described parcels are shown on a plan entitled, "Proposed Zoning Change Plan, Main Street (Rte 38), Tewksbury, Massachusetts"; prepared for New England Diversified, Inc., 2 Lan Drive Westford, Massachusetts; prepared by Cuoco & Cormier Engineering Associates, Inc., 170 Main Street, Unit 112, Tewksbury, Massachusetts; dated February 28, 2003, said plan on file with the office of the Town Clerk and the office of the Planning Board.

Charles Luria and others

Executive Summary: The purpose of this Article is to re-zone the Southwest portion of the property located at Assessors Map 73, Lot 3; the Northeast portion of the property located at Assessors Map 73, Lot 3; and, a certain portion of Villa Roma Drive, all as described below, from Residential (R-40) to Commercial (COMM).

Motion: The Planning Board motioned to Adopt Article 28.
Attorney O'Neill asked to correct a scrivener's error.

In the 3rd paragraph, (To the POINT OF BEGINNING) change the date February 28th to February 18th to conform to the Town's Zoning Map. The Moderator seeing no objection from the Assembly, accepted the correction.

Voted: The Planning Board motioned to Adopt Article 28.
Article 28 was Adopted, as Corrected. 18 YES, -0- NO Unanimous Vote 8:15 PM 5/7/03

ARTICLE 29

To see if the Town will vote to amend the Zoning Bylaw by adding thereto a new Section 8000, Interstate Overlay District:

INTERSTATE OVERLAY DISTRICT

Section 8400. INTERSTATE OVERLAY DISTRICT

8401. Purpose. The purpose of this Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town of Tewksbury that are intersected by roadways that are part of the Federal Interstate Highway System.

8402. Scope of Authority. The Interstate Overlay District is an overlay district that may be superimposed on all Commercial (COM) and Heavy Industrial (HI) zoning districts. All uses permitted in the Commercial (COM) or Heavy Industrial (HI) Districts shall be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board. The following additional uses shall also be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles.

In implementing the provisions of this Section 8000, the Planning Board may approve pursuant to the provisions of this Section 8000, not more than one (1) additional Special Permit for the operation of an Automotive Refueling Station during any subsequent calendar year, January 1 - December 31. Such approvals shall be in addition to those Automotive Refueling Stations (a/k/a Gas Stations) existing on the effective date of this Zoning Bylaw that are authorized by Special Permit or do otherwise exist on said date as an authorized grand-fathered use. The establishment of this limitation shall not be deemed to impair or prevent the renewal of any license, special permit, or other governmental approval necessary to operate and maintain an Automotive Refueling Station use granted prior to the effective date of this Section 8000.

8410. Location. The Interstate Overlay District shall be defined as follows:

1. That portion of the Town of Tewksbury (a) situated within a one half (½) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
2. That portion of the Town of Tewksbury situated within a one quarter (¼) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.

8411. In the event that the location of a boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority (SPGA). Any application for a special permit for this purpose shall be accompanied by adequate documentation.

8420. Dimensional Regulations.

- 8421.** The minimum front-yard setback for all buildings in the Interstate Overlay District shall be fifty (50) feet.
- 8422.** The minimum side and rear-yard setbacks for all buildings in the Interstate Overlay District shall be thirty (30) feet except where said lot(s) abut(s) an R40 or R80 Zone in which case the side and rear-yard setbacks shall be fifty (50) feet minimum; provided, however, that this provision shall not be construed to regulate lots across a public way from lots located in the R40 or R80 Zone.
- 8423.** The minimum lot area in the Interstate Overlay District is 1.0 acre.
- 8424.** The minimum frontage in the Interstate Overlay District is 150 feet.

8425. Maximum building height and maximum number of stories permitted in the Interstate Overlay District is thirty-five (35) feet in height and two and one-half (2.5) stories. Structures may be allowed in excess of thirty-five (35) feet and two and one-half (2.5) stories upon the issuance of a Special Permit from the Planning Board. In no event shall a Special Permit be issued for structures in excess of sixty (60) feet or five (5) stories.

8426. Maximum building coverage permitted in the Interstate Overlay District shall not exceed 35% of the lot.

8427. More than one principal nonresidential structure may be erected on a lot in the Interstate Overlay District, pursuant to a Special Permit issued by the Planning Board in accordance with Section 9300 and the following conditions:

- (a) No principal building shall be located in relation to another principal building on the same lot, or on an adjacent lot, so as to cause danger from fire;
- (b) All principal buildings on the lot shall be served by access ways suitable for fire, police, and emergency vehicles;
- (c) All of the multiple principal buildings on the same lot shall be accessible via pedestrian walkways connected to the required parking for the premises, and to each principal building.

8428. Parking And Loading Requirements. Parking and loading requirements shall be in conformance with the provisions of Sections 5100-5180 and Appendix C.

8429. Signs. Sign requirements shall be in accordance with the provisions of Sections 5200-5290.

8430. Environmental Performance Standards. Environmental Performance Standards shall be in conformance with the provisions of Sections 5300-5270.

Dominic Germano and others

Executive Summary: The purpose of this Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town of Tewksbury that are intersected by roadways that are part of the Federal Interstate Highway System.

The Interstate Overlay District is an overlay district that may be superimposed on all Commercial (COM) and Heavy Industrial (HI) zoning districts. All uses permitted in the Commercial (COM) or Heavy Industrial (HI) Districts shall be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board. The following additional uses shall also be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles.

The Interstate Overlay District created by this Article are defined as follows:

1. That portion of the Town of Tewksbury (a) situated within a one half (½) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
2. That portion of the Town of Tewksbury situated within a one quarter (¼) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.

Motion: The Planning Board motioned to Amend Article 29 and Adopt Article 29, as Amended.
Attorney Richard O'Neill motioned to Amend Article 29.
Selectman, Joseph Gill, motioned to Indefinitely Postpone Article 29.

A motion was made to Move the Question and this motion was Adopted.

8:36 PM 5/7/03

Voted: Attorney O'Neill's Amendment was Adopted.
The Planning Board's Amendment was Adopted.
Selectman Joseph Gill's motion for Indefinite Postponement Failed.
The Planning Board's motion to Adopt Article 29, as Amended, was Adopted.
99 YES, 32 NO (2/3's required vote: 88)
Article 29 was Adopted, as Amended.

8:39 PM 5/7/03

8:40 PM 5/7/03

8:41 PM 5/7/03

8:45 PM 5/7/03

AMENDMENT: (Attorney O'Neill's)

To see if the Town will vote to amend the Zoning Bylaw by adding thereto a new Section 8000, Interstate Overlay District:

INTERSTATE OVERLAY DISTRICT

Section 8400. INTERSTATE OVERLAY DISTRICT

8401. Purpose. The purpose of the Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town of Tewksbury that are intersected by roadways that are part of the Federal Interstate Highway System.

8402. Scope of Authority. The Interstate Overlay District is an overlay district that may be superimposed on all Heavy Industrial (HI) zoning districts. All uses permitted in the Heavy Industrial (HI) District shall be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board. The following additional uses shall also be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles.

In implementing the provisions of this Section 8000, the Planning Board may approve pursuant to the provisions of this Section 8000, not more than one (1) additional Special Permit for the operation of an Automotive Refueling Station during any subsequent calendar year, January 1 – December 31. Such approvals shall be in addition to those Automotive Refueling Stations (a/k/a Gas Stations) existing on the effective date of this Zoning Bylaw that are authorized by Special Permit or do otherwise exist on said date as an authorized grand-fathered use. The establishment of this limitation shall not be deemed to impair or prevent the renewal of any license, special permit, or other governmental approval necessary to operate and maintain an Automotive Refueling Station use granted prior to the effective date of this Section 8000.

8410. Location. The Interstate Overlay District shall be defined as follows:

1. That portion of the Town of Tewksbury (a) situated within a one half (1/2) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
2. That portion of the Town of Tewksbury situated within a one quarter (1/4) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.

8411. In the event that the location of a boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority (SPGA). Any application for a special permit for this purpose shall be accompanied by adequate documentation

8420. Dimensional Regulations.

8421. Dimensional Regulations. All dimensional regulations in the Interstate Overlay District shall be in accordance with the provisions of Section 4000, Dimensional Regulations and Appendix B.

8430. General Regulations

8431. Parking and Loading Requirements. Parking and loading requirements shall be in accordance with the provisions of Section 5100 and Appendix C.

8432. Signs. Sign requirements shall be in accordance with the provisions of Section 5200.

8433. Environmental Performance Standards. Environmental Performance Standards shall be in accordance with the provisions of Section 5300.

8440. Landscaping, Screening and Buffer Requirements

8441. All landscaping, screening and buffer Requirements in the Interstate Overlay District shall be in accordance with the provisions of Section 5400, Landscaping, Screening And Buffer Requirement.

AMENDMENT: (Planning Board)

Add:

8450. Site Design

8451. Applicants requesting to sell Diesel Fuel shall provide:

Site Design and signage standards including but not limited to: low canopies and slow rate pumps for the sale of diesel fuel, 'No Tractor Trailer Service' signs, and on site landscaping and parking designed to deter and exclude sale of diesel fuel to TRACTOR TRAILERS in combination as approved by the Planning Board.

ARTICLE 30

To see if the Town will vote to adopt a higher maximum qualifying gross receipts amount of \$40,000 for tax exemption under Massachusetts General Laws Chapter 59, Section 5, Cl. 41A which allows for residents age 65 or over who meet certain residency requirements and income requirements to enter into a tax deferral and recovery agreement with the Board of Assessors. Or take any other action relative thereto.

Board of Assessors

Executive Summary: If adopted this would increase the maximum allowable gross receipts amount from \$20,000 to \$40,000 to qualify for the tax deferral and recovery program.

Motion: The Finance Committee motioned to Adopt Article 30.

Voted: Article 30 was Adopted.

8:16 PM 5/7/03

ARTICLE 31

To see if the Town will vote to accept a sewer line and sewer pump station known as Wal-Mart Sewer constructed by Wal-Mart and to authorize the Town Manager to acquire any fee, easement or other interest in land as shown on a plan entitled "Proposed Sewer" prepared by Sumner, Schein Architects and Engineers, Inc. dated January 23, 1995, necessary therefor, whether by eminent domain, purchase gift or otherwise, or take any other action relative thereto.

Town Manager

Executive Summary: The purpose of this article is to take over ownership and responsibility for the sewer pump station and sewer line for maintenance. This acceptance would be in the best interest of the residents in the Wal-Mart area.

Motion: The Finance Committee motioned to Adopt Article 31.

Voted: Article 31 was Adopted.

8:16 PM 5/7/03

ATTEST:

Elizabeth A. Carey, CMC, CMMC
Town Clerk

Special Town Meeting

MAY 7, 2003

Tewksbury Memorial High School
320 Pleasant Street
May 7, 2003

Moderator James Coakley opened the May 7, 2003, Special Town Meeting at 7:00 PM

There were 222 registered voters and 26 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted.
7:01 PM 5/7/03

ARTICLE 1

To see if the Town will vote to amend Article 4 of the May, 2002 Annual Town Meeting for the purpose of reducing the following FY03 budget appropriations, or take any action relative thereto:

GENERAL GOVERNMENT

Town Manager Salaries	\$ 2,000
Administrative Services Salaries	\$ 8,000
Town Clerk Salaries	\$ 5,000

FINANCE DEPARTMENT

Accounting Salaries	\$ 10,000
Assessor Salaries	\$ 3,000

FACILITIES

Town Hall Salaries	\$ 7,000
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LIBRARY

Salaries	\$ 40,000
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PLANNING AND DEVELOPMENT

Planning Salaries	\$ 8,000
Building Salaries	\$ 10,000
Board of Health Salaries	\$ 4,000

PUBLIC SAFETY

Police Salaries	\$ 13,000
Fire Salaries	\$ 10,000

SCHOOL DEPARTMENT

Operating	\$140,000
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PUBLIC WORKS

Department of Public Works Salaries	\$ 20,000
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Total Reduction in FY03 Budget	<u>\$280,000</u>
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Town Manager

Executive Summary: In January, 2003 the Town was notified that our FY03 Local Aid received from the state would be reduced by approximately \$280,000. The original FY03 budget, as presented at the May, 2002 Annual Town Meeting, was developed on the premise that all of the state aid would be received. The budget reductions above are necessary to ensure that the Town appropriations do not exceed available revenues.

The Finance Committee requested that a scrivener's error be corrected and the Moderator, seeing no objection from the Assembly, corrected the scrivener's error.

Correction: Under General Government after Administrative Services and Town Clerk add the word **Salaries**.

Motion: The Finance Committee motioned to Adopt Article 1, as Corrected.

Voted: Article 1 was Adopted, as Corrected.

5/7/03 7:01 PM

ARTICLE 2

To see if the Town will vote to transfer the sum of \$3,392.75 from the unexpended balance of \$250,000 bonds issued for installing sanitary sewers and appurtenances on sections of River Road and Chandler Street under Article 2 of the October, 1994 Special Town Meeting to Article 1 of the October, 2002 Special Town Meeting for the design, construction and supervision of construction of sanitary sewers and their appurtenances in the Town of Tewksbury.

Town Manager

Executive Summary: In accordance with Massachusetts General Law Chapter 44 Section 20, unspent borrowing proceeds may be transferred from a project that is complete to another project for which funds may be borrowed for an equal or longer period of time than that for which the original loan, including temporary debt, was issued. The River Road/Chandler Street sewer installation project was completed in 1997. This article will transfer the remaining funds to the master sewer project.

Motion: The Finance Committee motioned to Adopt Article 2 and Transfer \$3,392.75 for the purpose of Article 2.

Voted: Article 2 was Adopted per the Finance Committee's recommendation.

5/7/03 7:02 PM

ARTICLE 3

To see if the Town will vote to amend **and Transfer** the actions taken by the Town under Article 12 of the Warrant at the 2001 Annual Town Meeting (which authorized the borrowing of \$360,000 for sewer improvements in the Greenmeadow Dr area of Town) and under Article 7 of the Warrant at the 2002 Annual Town Meeting (which authorized the borrowing of \$256,000 for sewer improvements in the Seneca and Navillus Road Areas of Town), so as to permit in each case the expenditure of the funds authorized to be borrowed and expended pursuant to such votes to pay costs associated with the Town's Master Sewer Project which was approved by vote of the Town under Article 1 of the Warrant at the October, 2002 Special Town Meeting, or to take any other action relative thereto.

Town Manager

Executive Summary: This article will combine funds previously voted for sewer projects in the Greenmeadow Dr area and the Seneca/Navillus Road area into the Master Sewer Project so that the sewer lines for these roads are constructed as part of the Master Sewer Project.

Motion __. That the actions of the Town taken under Article 12 of the Warrant at the 2001 Annual Town Meeting (which authorized the borrowing of \$360,000 for sewer improvements in the Greenmeadow Dr area of Town) and under Article 7 of the Warrant at the 2002 Annual Town Meeting (which authorized the borrowing of \$256,000 for sewer improvements in the Seneca and Navillus Road Areas of Town), are hereby amended so as to permit in each case, the expenditure of the funds authorized to be borrowed and expended pursuant to such votes to pay costs associated with the Town's Master Sewer Project which was approved by vote of the Town under Article 1 of the Warrant at the October, 2002 Special Town Meeting.

Motion: The Finance Committee motioned to Amend Article 3 and Adopt, as Amended.

Voted: The Finance Committee's Amendment was Adopted.
Article 3 was Adopted, as Amended.

5/7/03 7:03 PM

5/7/03 7:03 PM

AMENDMENT: On the first line of Article 3, after the word "amend" add the words "and Transfer".

ARTICLE 4

To see if the Town will vote to appropriate the sum of \$346,000 or some other amount, for the purpose of paying costs of making improvements to the Town's water system, including the payment of all other costs incidental and related thereto and to determine

whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or to take any other action relative thereto.

Town Manager

Executive Summary: This article will allow the Town to transfer funds from completed water projects and borrow funds for the replacement of water mains throughout the Town of Tewksbury in conjunction with the sewer construction program.

Motion __: That the Town hereby appropriates the sum of \$346,000 to pay costs of making improvements to the Town's water system, and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, (i) the sum of \$85,000 is hereby transferred from amounts that have been borrowed for water system improvements pursuant to Article 6 of the Warrant at the 2002 Annual Town Meeting and which are no longer needed for the project for which they were originally borrowed, (ii) the sum of \$15,000 is hereby transferred from amounts that have been borrowed for water system improvements pursuant to Article 3 of the Warrant at the 2001 **October** Special Town Meeting and which are no longer needed for the project for which they were borrowed, and (iii) the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow \$246,000 under and pursuant to Chapter 44, Sections 7 and 8 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

The Finance Committee requested that a scrivener's error be corrected and the Moderator, seeing no objection from the Assembly, corrected the scrivener's error.

CORRECTION: In the sixth (6) line after the numerals "2001", add the word "October".

Motion: The Finance Committee motioned to Adopt Article 4, as Corrected.

Voted: Article 4 was Adopted, as Corrected.. Unanimous, with no voter in opposition.

5/7/03 7:05 PM

ARTICLE 5

To see if the Town will vote to transfer \$ 221,651 from the North East Solid Waste Committee (NESWC) "Waste to Energy" Grant to the "Roads Improvement Account", said funds to be expended by the Public Works Superintendent for the reconstruction and repaving of various town streets, or take any action relative thereto.

Town Manager

Executive Summary: This article allows the Town to spend funds received from the NESWC grant to reconstruct and repave town streets.

Motion: The Finance Committee motioned to Adopt and Transfer \$221,651 for the purpose of Article 5.

Voted: Article 5 was Adopted per the Finance Committee's motion.

5/7/03 7:05PM

ARTICLE 6

To see if the Town will vote to amend the actions taken by the Town under Article 7 of the Warrant at the October, 2001 Special Town Meeting (which authorized spending \$50,000 for the design and engineering of sidewalks on Shawsheen St) so as to permit the expenditure of the funds for the design, engineering and construction of sidewalks in the Town of Tewksbury.

Town Manager

Executive Summary: This article will allow the funds previously voted for design and engineering of sidewalks to be expended on construction of sidewalks as well

Motion: The Finance Committee motioned to Adopt Article 6.

Voted: Article 6 was Adopted.

5/7/03 7:05 PM

ARTICLE 7

To see if the Town will vote to approve the sum of \$2,400 to pay outstanding bills of a previous fiscal year and that to raise such appropriation the Town will transfer \$908 from Public Works-Operating to Public Works Unpaid Bills.

Public Works-Operating	Boston & Maine Corp	\$1,800
	Boston & Maine Corp	<u>\$ 600</u>
Total		<u>\$2,400</u>

Town Manager

Executive Summary: According to Massachusetts General Law bills that are late must be approved by Town Meeting before payment. The Public Works Dept currently has \$1,492 in the unpaid bill account. This article will authorize the bill to be paid and allow a transfer to cover the total amount.

Motion: The Finance Committee motioned to Adopt and Transfer \$908 for the purpose of the Article.

Voted: Article 7 was Adopted by the required 9/10's vote. 15 YES, -0- NO (Unanimous Vote) 5/7/03 7:06 PM

ARTICLE 8

To see if the Town will vote to transfer the following sums or take any action related thereto:

FROM:	TO:
\$ 2,000 Fire Salaries	\$ 2,000 Special Revenue-Fire Detail
<u>\$ 8,359</u> Cable TV-Operating	<u>\$ 8,359</u> School-Salaries
<u>\$10,359</u> Total	<u>\$10,359</u> Total

Town Manager

Executive Summary: This article would transfer funds from the Fire Dept budget to the Fire Special Detail account to allow a balance to remain in that account and transfer an amount from the Town budget to the School budget to cover a portion of the Media Specialist's salary, or take any action related to the transfer of funds from one account to another to address spending issues.

Motion: The Finance Committee motioned to Adopt and Transfer \$10,359 for the purpose of Article 8.

Voted: Article 8 was Adopted, per the Finance Committee's Recommendation. 5/7/03 7:06 PM

ARTICLE 9

To see if the Town will vote to transfer the sum of \$5,000 from the Selectmen's Salary Account to the Ryan School Gift Account to be expended by the School Department for the purchase of furnishings for the John F. Ryan Elementary School or take any other action relative thereto.

Board of Selectmen

Executive Summary: Selectman John Ryan has requested that his annual salary be donated to the Tewksbury School Department for the purpose of furnishing and equipping the John F. Ryan Elementary School.

Motion: The Finance Committee motioned to Adopt and Transfer \$5,000 for the purpose of the Article.

Voted: Article 9 was Adopted, per the Finance Committee's Recommendation. 5/7/03 7:07 PM

ARTICLE 10

To see if the Town will vote to amend the Town By-Laws Section 3.12.010 Property taken under tax title procedures – Compliance with certain conditions; by adding the following:

Upon the petition to the Town Manager by two abutters to a town lot, the Town Manager and Board of Selectmen can agree to sell a Town lot to one of the two abutters who can agree to subdivide the Town lot so that a portion of the Town lot becomes a part of each abutter's existing lot. Or take any other action relative thereto.

Town Manager

Executive Summary: The Town has been approached on several occasions by abutters who wish to each purchase a portion of a Town lot to add to their existing lots. Under the current by-law, the Town cannot do this and this would allow for this type of sale.

Motion: The Finance Committee motioned to Adopt Article 10.
Robert Kelley motioned for the Indefinite Postponement of Article 10.

Voted: The Voice Vote to Indefinitely Postpone Article 10 was unclear to the Moderator. 5/7/03 7:17 PM
Twelve (12) voters requested a Standing Count.
The motion for Indefinite Postponement Failed. 41 YES, 63 NO 5/7/03 7:20 PM
The Finance Committee's motion for the Adoption of Article 10 was Adopted. 5/7/03 7:20 PM
Article 10 was Adopted.

ARTICLE 11

To see if the Town will vote to authorize the Board of Selectmen to sell a parcel of Town property, Lot 71 on Assessor's Map 81, consisting of approximately 13,500 square feet of land between Alabama Road and McCarthy Way and said parcel which was acquired by the Town by tax title procedures shall be sold in accordance with Section 3.12.010 of the Town By-Laws. Or take any other action relative thereto.

Board of Selectmen
Town Manager

Executive Summary: The sale of this property will allow for the resolution of a number of issues among some of the abutters to this parcel.

Motion: The Finance Committee motioned to Adopt Article 11.

Voted: Article 11 was Adopted. 5/7/03 7:20 PM

ARTICLE 12

To see if the Town will vote to amend the Zoning By-Law, Appendix A, Section C, Line 8 Bed and Breakfast in the Table of Use Regulations, by inserting the letters "PB" in the MFD; and to add a new section 3131 to read: "Where an MFD zone is contiguous to a commercial zone, the operation of a Bed and Breakfast is allowed subject to a special permit from the Planning Board."

Planning Board

Executive Summary: Allow the use and operation of a bed and breakfast in the Multi-Family District, where the district is contiguous to a commercial zone, by a special permit from the Planning Board.

Motion: Planning Board Chairman, Vincent Spada, motioned to Adopt Article 12.
Philip Zerofski motioned to Indefinitely Postpone Article 12.
Keith Rauseo motioned to Amend Article 12.

Voted: Mr. Zurawki's motion for Indefinite Postponement Failed. 5/7/03 7:27 PM
Mr. Rauseo's motion to Amend Article 12 Failed. 5/7/03 7:27 PM
Article 12 was Adopted. 104 YES, 2 NO (2/3's vote = 71) 5/7/03 7:30 PM

ARTICLE 13

To see if the Town will vote to amend the Zoning By-Law, Section 10000 Definitions by deleting the existing definition for Home Occupation and placing it with the following:

HOME OCCUPATION: A business use customarily conducted within a dwelling and carried on by the residents thereof, which is clearly incidental and subordinate to the use of the dwelling as a place of residence. The use of a room or rooms in a dwelling as a professional office or studio or for customary home occupation by a resident in the dwelling may be permitted. No more than one home occupation may be conducted on any premises.

Planning Board

Executive Summary: This proposed change reduces the ability to interpret "any occupation, business, trade, service, or profession..." and keeps the focus on "clearly incidental and subordinate to the use of the dwelling as a place of residence."

Motion: The Planning Board motioned to Amend Article 13 and Adopt, as Amended.
Jennie McCarthy motioned to Amend Article 13. Ms. McCarthy motioned to Withdraw her Amendment.

Voted: Ms McCarthy's Amendment was Withdrawn by a vote of the Assembly.	5/7/03 7:35 PM
The Planning Board's Amendment was Adopted.	5/7/03 7:35 PM
Article 13 was Adopted, as Amended. 26 YES, 1 NO (2/3's vote = 18)	5/7/03 7:36 PM

AMENDMENT: Replace definition with the following:

HOME OCCUPATION: A business, other than retail sales, which is clearly customarily incidental to, and conducted with in a dwelling unit or in a building or other structure accessory thereto, by a resident thereof, such as a room or rooms as a professional office or studio or for a customary home occupation and employing not more than one employee.

ARTICLE 14

To see if the Town will vote to amend Article 22 of the Annual Town Meeting of 1972 to increase the membership of the Tewksbury Historical Commission from five (5) members to seven (7) members, and to provide that the Town Historian be entitled to serve on said Commission if he or she desires such appointment. The Town Historian shall be offered the next available vacancy on the Commission, and if such appointment is declined, another person may be appointed in the usual course. In filling future vacancies, appointments shall likewise be offered to the Town Historian if such officer is not then serving on the Commission. Provided, however, that the appointment of the Town Historian is not intended to prevent reappointment of a serving member whose term has expired and would desire reappointment. Or take any other action relative thereto.

Tewksbury Historical Commission

Executive Summary: The purpose of this article is to increase the current membership of the Commission from five (5) to seven (7) members.

Motion: The Finance Committee motioned to Adopt Article 14.

Voted: Article 14 was Adopted.	5/7/03 7:40 PM
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Finance Committee Chairman, Ray Shaw, motioned to Adjourn the May 7, 2003 Special Town Meeting, Sine Die, and this motion was Adopted. 5/7/03 7:40 PM

Respectfully submitted:

Elizabeth A. Carey, CMMC, CMC
Town Clerk

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant on May 7, 2003.

**APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING
MAY 7, 2003**

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	BORROW
1. Reduce Certain FY03 Budget Appropriations	\$ - 280,000.00 (Reduces Art. 4, the FY '03 Budget Voted at the May 2002 ATM)		
2. Master Sewer Program Art. 1, Oct. 2002 STM		3,392.75	Art. 2, Oct. 1994 STM (Sewer River Rd. & Chandler St.)
3. Master Sewer Program Art 1, Oct. 2002 STM		360,000.00	Art. 12, 2001 ATM (Sewer Greenmeadow Dr.)
		256,000.00	Art. 7, 2002 STM (Sewer Seneca & Navillus Rd.)
4. Improvements to Towns Water System		85,000.00	Art. 6, 2002 ATM (Water System Improvements)
		15,000.00	Art. 3, 2001 Oct. STM (Water System Improvements)
			\$ 246,000.00
5. Roads Improvement Acct.		221,651.00	NESWC Waste to Energy Grant
7. Pay Outstanding DPW Bills Of Previous FY		908.00	Public Works Oper.
8. Certain Sums of Money To Specific Accounts		2,000.00	Fire Salaries
		8,359.00	Cable TV Oper.
9. Ryan School Gift Acct.		5,000.00	Selectmen's Salary Acct.
Total Raise & Appropriate	\$ - 280,000.00 (Reduce Art. 4, 2002 ATM)		
Transfers		\$ 957,310.75	
Total Borrow			\$ 246,000.00

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

Special Town Meeting

OCTOBER 7, 2003

Tewksbury Memorial High School
320 Pleasant Street
October 7, 2003

Moderator James Coakley opened the October 7, 2003 Special Town Meeting at 7:00 PM.

There were 323 registered voters and 19 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the warrant articles and this motion was Adopted.
7:01 PM (10/7/03)

ARTICLE 1

To see if the Town will vote to appropriate the sum of \$6,200,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds previously appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow \$6,200,000 under and pursuant to Chapter 44 Section 7(3a) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor and that the Town Manager is authorized to apply for, accept and expend any federal, state or private grants or contributions that may be available with respect to the project, all of which contributions and grants shall be applied to the project in addition to the sums appropriated by the Town for such purposes. This project shall be contingent upon passage of a debt exemption vote.

Motion: That the Town hereby appropriates the sum of \$6,200,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7(3a) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, provided however, that no sums shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts needed to repay the bonds or notes issued pursuant to this vote from the limitations of Proposition 2 ½, so called, and that the Town Manager and the Senior Center Building Committee are hereby authorized to apply for any federal, state, or other available grants for this purpose and to take any other action necessary for the completion of the project.

Town Manager and Senior Center Building Committee

Executive Summary: This article would allow the Town to borrow funds to enlarge and improve the current Senior Center. This project, however, would be contingent upon the passage of a debt exemption vote at a special town election.

Motion: The Finance Committee motioned to Adopt Article 1 and appropriate by Borrowing \$6,200,000.00, contingent upon passage of a debt exemption vote.

Mr. Rene Levesque motioned to Indefinitely Postpone Article 1.

Mr. Warren Carey motioned to Move the Question and this motion was Adopted. 7:38 PM (10/7/03)

Voted: Mr. Levesque's motion for Indefinite Postponement Failed. 7:40 PM (10/7/03)

Article 1 was Adopted per the Finance Committee's Recommendation.

255 YES 15 NO (2/3's vote =180) 7:45 PM (10/7/03)

ARTICLE 2

To see if the Town will vote to transfer the following sums or take any action relative thereto:

FROM:

Fire & Liability Ins \$ 39,500

TO:

Recreation – Salaries \$ 8,315
(Temp Part-Time)

Town Clerk – Salaries \$ 2,555
(Perm Part-Time)

Dog Officer – Salaries \$ 2,259
(Temp Part-Time)

Unclassified \$ 19,176
(Regional Voc Sch)

DPW-Capital Outlay \$ 6,465
(New Lease P&I)

Fire-Capital Outlay \$ 720
(New Lease P&I)

Total \$ 39,500

\$ 39,500

Town Manager

Executive Summary: This article is a regular Special Town Meeting article where the Town transfers funds from accounts with a projected surplus to accounts with a projected deficit.

Motion: The Finance Committee motioned to Amend and Adopt Article 2.

Voted: The Finance Committee's Amendment was Adopted.
Article 2 was Adopted, as Amended.

7:46 PM (10/7/03)

7:46 PM (10/7/03)

AMENDMENT: Change Amount: Fire & Liability Ins from \$39,500 to \$40,090

Change Account and Amount: Town Clerk – Salaries (Perm Part-Time) \$2,555 To Town Clerk - Salaries
(Regular) \$3,145

Change Account: Unclassified (Regional Voc Sch) to Board of Selectmen – Operating (Legal)

Change total of each column from \$39,500 to \$40,090

NOTE: As printed in the Warrant the amounts in the TO column add to \$39,490 not the printed amount of \$39,500. With the Finance Committee's Amendment, as Adopted, the TO column adds to a total of \$40,080 but the Amended total amount voted was \$40,090.

ARTICLE 3

To see if the Town will vote to raise and appropriate the sum of \$3,416.18 to pay outstanding bills of previous fiscal years or take any related action thereto:

Cable TV – Salaries	David Hicks	\$ 203.30
	Cory Smith	\$ 30.37

Community Development- Regular Salary	Walter Polchlopek	\$ 567.07
Operating	CUI Networks	\$ 155.00

Council on Aging-Operating	CUI Networks	\$ 165.00
Dept of Public Works-Operating	CUI Networks	\$ 90.00
Health Dept-Operating	Town Crier	\$ 37.35
School Dept-Operating	Ikon	\$ 315.39
	Riso Products of Boston	\$1,193.82
Recreation-Salaries	Kathleen Mulligan	\$ 568.88
Town Hall-Operating	CUI Networks	\$ 90.00

Town Manager

Executive Summary: According to Massachusetts General Law bills that are late or lacked available funds from prior fiscal years must be approved by Town Meeting before payment can be made.

Motion: The Finance Committee motioned to Amend Article 3 and Adopt, as Amended.

Voted: The Finance Committee's Amendment was Adopted. 7:47 PM (10/7/03)
Article 2 was Adopted, as Amended. 7:47 PM (10/7/03)

AMENDMENT: Add: Board of Selectmen – Operating Mark Bobrowski \$3,605.00
Add: Dept. of Public Works – Operating Mass Electric \$ 25.20
Change the total from \$3,416.18 to \$7,046.38

ARTICLE 4

To see if the Town will vote to appropriate the sum of \$647,000 to be expended by the Town Manager, for the purpose of making improvements to the Town's water system, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or to take any action relative thereto.

Motion: That the Town hereby appropriates the sum of \$647,000 to pay the costs of making improvements to the Town's water system and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7 and 8 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Executive Summary: This article will allow the Town to borrow funds for the replacement and upgrade of water mains throughout the Town of Tewksbury in conjunction with the Master Sewer Construction program and to begin preliminary planning on adding to the town's water storage capacity and/or making distribution system improvements.

Motion: The Finance Committee motioned to Appropriate by Borrowing \$647,000.00.

Voted: Article 4 was Adopted, per the Finance Committee's Recommendation. 7:49 PM (10/7/03)
74 YES 5 NO (2/3's vote = 53)

ARTICLE 5

To see if the Town will vote to amend its action taken at the May, 1997 Annual Town Meeting under Article 7 relating to the borrowing for the expansion of the water treatment facility by rescinding the remaining borrowing authorization of \$2,924,000 or take any other action relative thereto.

Motion: That the Town hereby rescinds the authorized but unissued balance (\$2,924,000) of the amount authorized to be borrowed under Article 7 of the Warrant at the 1997 Annual Town Meeting for expansion of the Town's water treatment facility.

Town Manager

Executive Summary: Article 7 of the May, 1997 Annual Town Meeting authorized the borrowing of \$5,200,000 for expansion of the water treatment facility. Of that amount only \$2,276,000 was actually bonded. Additional funds were provided for this project from the sale of town owned land. A vote at Town Meeting is required to reduce the borrowing authorization.

Motion: The Finance Committee motioned to Adopt Article 5.

Voted: Article 5 was Adopted by a unanimous vote.

25 YES -0- NO

7:51 PM (10/7/03)

ARTICLE 6

To see if the Town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages – effective July 1, 2003 by deleting the existing Animal Inspector wage schedule and inserting a new position in the wage schedule as follows:

Delete:

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Animal Inspector	2,363	2,479	2,870	3,014	3,165	3,323

Insert:

Animal Control Officer (this position is for 40 hours per week and falls under the PRRB Addendum B)

And to see if the Town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages – by adding the following new position effective July 1, 2003.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Animal Control Officer	30,545	32,381	34,324	36,381	38,565	40,881

Town Manager

Executive Summary: This article will create a new position title so that animal and dog related issues may be addressed by one position in one department.

Motion: The Finance Committee motioned to Amend and Adopt Article 6.

Voted: The Finance Committee's Amendment was Adopted.
Article 6 was Adopted, as Amended.

7:51 PM (10/7/03)

7:51 PM (10/7/03)

AMENDMENT:

Change "deleting the existing Animal Inspector wage schedule and inserting a new position in the wage schedule as follows"

To "inserting a new position in the wage schedule as follows"

ARTICLE 7

To see if the Town will vote to authorize the Board of Selectmen to sell a parcel of Town property, Lot 9 on Assessors' Map 73 and further described as 1501 Main Street condominium unit #22. Said property was acquired by the Town by tax title procedures and shall be sold in accordance with Section 3.12.010 of the Town By-Laws. Or take any other action relative thereto.

Board of Selectmen
Town Manager

Executive Summary: The town acquired this property by tax foreclosure several months ago and no town department, board, commission or committee has stated that it is needed for their programs and services. By selling this property the town can return it to the tax rolls and avoid winter season operational costs.

Motion: The Finance Committee motioned to Adopt Article 7.

Voted: Article 7 was Adopted.

7:52 PM (10/7/03)

ARTICLE 8

To see if the Town will vote to amend Section 10000 of the Tewksbury Zoning Bylaw and amend Appendix A Table of Use Regulations as follows:

Replace the Existing Definition of Transportation or Freight Terminal:

TRANSPORTATION OR FREIGHT TERMINAL: Terminal facilities for handling freight with or without maintenance facilities.

With the following definition:

TRANSPORTATION OR FREIGHT TERMINAL: Terminal facilities, open or enclosed, for handling the movement of goods or persons from one place to another by a carrier.

Amend Appendix A- Table of Use Regulations Section D.14 Transportation or Freight Terminal by removing PB and placing an 'N' under Heavy Industrial District.

Planning Board

Executive Summary: To clarify what constitutes a transportation or freight terminal and to prohibit the use across all districts.

Motion: The Planning Board motioned to Adopt Article 8.

Voted: Article 8 was Adopted. 32 YES 1 NO (2/3'a = 22) 7:52 PM (10/7/03)

ARTICLE 9

To see if the Town will vote to amend Section 4100 of the Tewksbury Zoning Bylaw by adding a new subsection 4132 to read as follows:

4132. Pre-existing non-conforming residential lots (R-40, R-80, TR) of 15,000 square feet or less upon which the existing primary residence was erected prior to March 18, 1992, shall be allowed to have a maximum lot coverage of up to 20%. Lots exceeding 15,000 square feet are required to meet the maximum lot coverage of 15%.

Planning Board

Executive Summary: To provide lot coverage relief to pre-existing non-conforming lots.

Motion: The Planning Board motioned to Adopt Article 9.

Voted: Article 9 was Adopted by a unanimous vote. 17 YES -0- NO 7:53 PM (10/7/03)

ARTICLE 10

To see if the Town will vote to amend Section 3410 of the Tewksbury Zoning Bylaw by adding an additional condition 12 to read:

12. Gas, electric and water service meters shall be connected to the principle dwelling unit, multiple meters are not allowed for any single utility.

And to amend the first paragraph of 3410 to read as follows:

3410. Family Suite - As of Right. A family suite is allowed as an accessory use, attached to a single family dwelling in R40, R80, FA, TR and LB zones including Cluster Developments, in accordance with the below listed (1-12) requirements.

Planning Board

Executive Summary: To keep the exterior appearance of a family suite in character with a single family residential neighborhood.

Motion: The Planning Board motioned to Withdraw Article 10 and this motion was Adopted. 7:54 PM (10/7/03)

ARTICLE 11

To see if the Town will vote to amend Section 10000 and 3100 of the Tewksbury Zoning Bylaw as follows:

1) Revise the existing definition of (Section 10000), Manufacturing, as follows, with the noted additions and deletions:

MANUFACTURING: A use engaged in the basic processing and manufacturing of materials, or the manufacture from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales and distribution of such products,

DELETE: but not including the following:

ADD: but not including any type of uses expressly prohibited by this bylaw, such as but not limited to uses prohibited under Section 3105.

DELETE:

Garbage and refuse incineration or disposal otherwise of material not originating on the premises, except by Town of Tewksbury; distillation of bones, rendering of fat or reduction of animal matter; manufacturing of glue; oil refining; bulk storage of petroleum products; foundries, manufacture of large machine parts, metal working; tanneries; manufacture of cement products and cement mixing; processing, storage and distribution of asphalt products; sorting, baling and storage of waste paper, rags or junk or the dismantling of motor vehicles; slaughterhouses; sand, gravel and stone processing plants; trailer parks and mobile homes; airports; solid waste resource recovery facility; piggeries.

2) Create and add a new Section 3105 to read:

3105 PROHIBITED USES. The following uses are expressly prohibited in all districts. The list provided as prohibited uses is not an exhaustive list and any use that is not expressly permitted is expressly prohibited.

- a) Garbage and refuse incineration or disposal otherwise of material not originating on the premises;
- b) Distillation of bones, rendering of fat or reduction of animal matter;
- c) Manufacturing of glue; oil refining; bulk storage of petroleum products;
- d) Foundries, manufacture of large machine parts, metal working;
- e) Tanneries;
- f) Manufacture of cement products and cement mixing;
- g) Processing, storage and distribution of asphalt products;
- h) Sorting, baling and storage of waste paper, rags or junk;
- i) The dismantling of motor vehicles;
- j) Slaughterhouses;
- k) Sand, gravel and stone processing plants;
- l) Trailer parks and mobile homes;
- m) Airports;
- n) Solid waste resource recovery facility, recycling, waste transfer stations;
- o) Piggeries.
- p) Transportation or freight terminals.
- q) Truck stops.

3) Amend Section 3100 Principle Uses as follows:

3100. PRINCIPAL USES. No land shall be used and no structure shall be erected or used except as set forth in the following Table of Use Regulations, including the notes to the Schedule, or as otherwise set forth herein, or as exempted by General Laws.

DELETE:

Any building or use of premises not herein expressly permitted is hereby prohibited.

ADD:

The expressed intent of this section is to mean that unless expressly permitted the use is hereby prohibited.

Planning Board

Executive Summary: To remove prohibited uses from definition of manufacturing and place in the use section of the bylaw as prohibited uses.

Motion: The Planning Board motioned to Adopt Article 11.

ARTICLE 12

To see if the town will vote to amend the Town Bylaws by deleting the existing Noise Bylaw, Chapter 8.12, and adopting the following, or take any other action relative thereto:

Chapter 8.12
Noise By-Law

Sections:

- 8.12.010 Declaration of Policy
- 8.12.020 Applicability
- 8.12.030 Definitions
- 8.12.040 Designated Land Use Zones
- 8.12.050 Exterior Noise Standards
- 8.12.060 Special Provisions
- 8.12.070 Prima Facie Violation
- 8.12.080 Penalties for Violations
- 8.12.090 Manner of Enforcement
- 8.12.100 Severability

8.12.010 Declaration of Policy.

In order to control excessive noise in the Town of Tewksbury, it is hereby declared to be the policy of the Town to prohibit such noise generated from or by all sources as specified in this By-Law.

8.12.020 Applicability.

This By-Law shall pertain to, but shall not be limited to, outdoor sound- amplifying equipment, motor vehicles, trucks, construction and demolition equipment, industrial and commercial sources of sound, and other man-made sounds that cause noise.

8.12.030 Definitions.

Except as may be specified herein, acoustical terminology used throughout this By-Law is that approved as American National Standard Acoustical Terminology [ANSI S1.1-1994] by the American National Standards Institute (ANSI). The following words, phrases and terms as used in this By-Law shall have the meanings as indicated below:

- (a) BACKGROUND SOUND LEVEL shall mean the sound level associated with a given environment, being a composite of sounds from all sources excluding the alleged Intruding Noise, at the location and approximate time at which a comparison with the alleged offensive noise is to be made.
- (b) CONSTRUCTION shall mean those activities requiring a building permit. Construction shall also include any site preparation, seismic surveys, grading, assembly, erection, substantial repair, alteration, or similar action, including demolition, for or of public or private rights-of-way, structures, utilities or similar property.
- (c) The abbreviation dBA shall mean the A-weighted sound pressure level expressed in decibels and referenced to 20 micropascals.
- (d) EMERGENCY VEHICLE shall mean any vehicle operated in an effort to protect, provide or restore public safety, including ambulances, police vehicles and fire vehicles.
- (e) EMERGENCY WORK shall mean any work performed in an effort to protect, provide or restore public safety, or work by private or public utilities when restoring utility service.
- (f) ENFORCING PERSON shall mean any police officer of the Town or any other Town employee designated by the Selectmen for this purpose. For complaints under Chapter 8.12 an enforcing person shall also include any authorized employee of the Office of Community Development.

Note: If this bylaw is a General Town Bylaw, then the BOH and the Police are the enforcement, if it is a Zoning Bylaw then DELETE this definition as the building Commissioner will be the enforcement.

- (g) INTRUDING NOISE shall mean the total sound level created, caused, maintained by, or originating from an alleged offensive source at a specified location while the alleged offensive source is in operation.

- (h) L_{eq} , equivalent sound level, is the level of a constant sound which, in a given situation and time period, would convey the same sound energy as does the actual time-varying sound during the same period, as measured with a sound level meter measuring L_{eq} .
- (i) L10 LEVEL shall mean the A-Weighted sound level exceeded ten percent of the time.
- (j) PERSON shall mean an individual or individuals, firm, association, co-partnership, joint venture, corporation or any entity recognized by applicable law, public or private in nature.
- (k) PURE TONE: Any sound which can be distinctly heard as a single pitch or a set of single pitches, as defined by the EPA.
- (l) SOUND LEVEL shall mean the instantaneous A-weighted sound pressure level, in decibels, as measured with a sound level meter set to the "A" weighting scale, slow response.
- (m) SOUND LEVEL METER shall mean an instrument meeting American National Standard Institute's Standard S1.4-1983 for Type 1 or Type 2 sound level meters or an instrument and the associated recording and analyzing equipment which will provide equivalent data.

8.12.040 Designated Land Use Areas

The properties hereinafter described are hereby assigned to the following noise zones:

Land Use All Residential Properties and the grounds of any school, day care, hospital or similar
 Area I: health care institution, house of worship or library while the same is in use, and any Cemetery.

Land Use All other properties.
 Area II:

8.12.050 Exterior Noise Standards

It shall be a violation of this bylaw for any person at any location within the area of the Town to create Intruding Noise, or to allow the creation of any noise, on property owned, leased, occupied or otherwise controlled by such person, which causes a sound level which exceeds the limits set forth for the receiving land use category in Table 1 when measured at or within the property boundary of the receiving land use. Daytime measurements are to be determined at an L10 level provided that at no time shall the exterior sound level in Land Use Area I and II exceed 90dBA or cause a PURE TONE condition for the receiving land use category.

old

Measures for the Daytime are to be determined at an L10 level provided that at no time shall L10 levels for Daytime measurements in Land Use Area I and II exceed 90dBA or cause a PURE TONE condition for the receiving land use category.

Table I. Maximum Allowable Exterior Sound Level

Land Use Area	Daytime level 7:00 AM to 10:00 PM	Nighttime Level 10:00 PM to 7:00 AM
I	60 dBA	50 dBA
II	70 dBA	65 dBA

If the Intruding Noise is continuous and cannot reasonably be discontinued or stopped for a time period whereby the background sound level can be determined, the measured sound level obtained while the source is in operation shall be compared directly to the maximum allowable exterior sound level outlined in Table I.

8.12.060 Special Provisions

Limitation of Construction Activity: Noise associated with Construction is permitted between 7:00 AM and 7:00 PM on weekdays and Saturdays.

Note: to match the State requirements for hours and days of week.

Noise associated with the following activities shall be exempted from the provisions of this By-Law:

- (a) Emergency Work or Emergency Vehicles;
- (b) Activities, other than construction, conducted in public parks and playgrounds, and on public or private school grounds so long as authorized by the appropriate jurisdiction including but not limited to school athletic and school entertainment events, and on church grounds, including but not limited to, bells or chimes and activities at the Tewksbury State Hospital, including but not limited to, the sounding of the horn, also known as the 'fire horn';

- (c) Occasional outdoor gatherings, public dances, shows, and sporting and entertainment events provided said events are conducted pursuant to a permit or license issued by the appropriate jurisdiction relative to the staging of said events;
- (d) The maintenance of real property (not Construction), such as the temporary use of power tools and equipment such as lawn mowers, snowblowers, chain saws and similar equipment, provided said activities take place between the hours of 7:00 AM and 10:00 PM on any day.

8.12.070 Prima Facie Violation

Any measured noise exceeding the sound level standards as specified in Sections 8.12.050 Exterior Noise Standards shall be deemed to be prima facie evidence of a violation of the provisions of this By-Law.

8.12.080 Penalties for Violations

- (a) Violations under Chapter 8.12, in the discretion of the enforcing person, may be enforced by non-criminal disposition as provided in Chapter 40, Section 21D of the Massachusetts General Laws ("Section 21D").
- (b) The penalty for a violation under 8.12.050 Exterior Noise Standards shall be \$25 for a first offense next after the first warning, \$100 for a second offense, \$200 for a third offense, and \$300 per offense, without limit, for each succeeding offense. Each day or part thereof shall constitute a separate offense.
- (c) The penalty for a violation under 8.12.060 Special Provisions, Noise associated with construction, shall be \$50 for a first offense next after the first warning, \$100 for a second offense, \$300 for a third offense, and each succeeding offense. Each day or part thereof shall constitute a separate offense. Additionally under 8.12.060, at the discretion of the enforcing person, all construction activities may be suspended following initial warning until the violation is cleared to the reasonable satisfaction of the enforcing person.
- (d) An enforcing person taking cognizance of a violation of this By-Law or any rule or regulation adopted hereunder shall give the offender a written notice to appear before the clerk of the district court having jurisdiction thereof for the non-criminal disposition thereof in accordance with the provision of Chapter 40, Section 21D of the Massachusetts General Laws. The provisions of Section 21D are incorporated by this reference.

8.12.090 Manner of Enforcement

- (a) Violations of this Chapter shall be prosecuted in the same manner as other violations of the Tewksbury General By-Laws provided, however, that in the event of an initial violation of the provision of this By-Law, a written notice shall be given the alleged violator which specifies the time by which the condition shall be corrected. No complaint or further action shall be taken in the event the cause of the violation has been removed or fully-corrected within the time period specified in the written notice.
- (b) In the event the alleged violator cannot be located in order to serve the notice of intention to prosecute, the notice as required herein shall be deemed to be given upon mailing such notice by registered or certified mail to the alleged violator at his last known address or at the place where the violation occurred in which event the specified time period for abating the violation shall commence at the date of the day following the mailing of such notice. Subsequent violations of the same offense shall result in the immediate filing of a complaint.

8.12.100 Severability

The invalidity of any section or provision of this By-Law shall not invalidate any other section or provision hereof.

Board of Health

Executive Summary: This article will clearly state noise standards within the community. The existing bylaw is vague and inadequate for enforcement; it is expected that adoption of this bylaw will provide stronger enforcement capabilities.

Motion: The Board of Health motioned to Amend Article 12 and Adopt, as Amended.
 Mr. James Leavitt motioned to Amend Article 12.
 Ms. Dorothy Macauley motioned to Amend Article 12.

The Moderator Moved the Question and this motion was Adopted. 8:05 PM (10/7/03)

Voted: The Board of Health's Amendment was Adopted. 8:05 PM (10/7/03)
 Mr. Leavitt's Amendment was Adopted. 8:05 PM (10/7/03)
 Ms. Macauley's Amendment Failed. 8:06 PM (10/7/03)
 Article 12 was Adopted as Amended by the Board of Health and Mr. Leavitt. 8:07 PM (10/7/03)

BOARD OF HEALTH'S AMENDMENT:

1. In section 8.12.030(d) "Emergency Vehicles" insert "DPW Vehicles" after "...including..."
This will insure that DPW vehicles will not be in violation of the bylaw during operations such as snow removal.
2. In section 8.12.030(f) "Enforcing Person", correct Scribner's error by deleting everything after "Note....".
3. In section 8.12.050, correct Scribner's error by deleting "old Measures for the Daytime are to be determined at an L10 level provided that at no time shall L10 levels for Daytime measurements in Land Use Area I and II exceed 90dBA or cause a PURE TONE condition for the receiving land use category."
4. In section 8.12.060, correct Scibner's error by deleting "Note: to match the state requirements for hours and days of week".

MR. LEAVITT'S AMENDMENT:

- 8.12.060 (d) Change 7 AM to read 5 AM

ARTICLE 13

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 60 Section 3C, for the purpose of creating Tewksbury Scholarship and Education Funds. For voters' reference, this is the text of MGL Chapter 60, Section 3C:

Chapter 60: Section 3C. City or town scholarship fund; donation; deposits; distribution. Any city or town which accepts the provisions of this section or has previously accepted chapter one hundred and ninety-four of the acts of nineteen hundred and eighty-six is hereby authorized, subject to the approval of the commissioner, to design and designate a place on its municipal tax bills, or the motor vehicle excise tax bills, or to mail with such tax bills a separate form, whereby the taxpayers of said city or town can voluntarily check off, donate and pledge an amount not less than one dollar or such other designated amount which shall increase the amount otherwise due, and to establish a city or town scholarship fund, the purpose of which shall be to provide educational financial aid to deserving city and town residents in accordance with this section and to establish a city or town educational fund, the purpose of which shall be to provide supplemental educational funding for local educational needs or to provide funding for existing adult literacy programs. Any amounts donated to the scholarship fund or educational fund shall be deposited into a special account in the general treasury and shall be in the custody of the treasurer. The treasurer shall invest said funds at the direction of the officer, board, commission, committee or other agency of the city or town who or which is otherwise authorized and required to invest trust funds of the city or town and subject to the same limitations applicable to trust fund investments, except as otherwise specified herein. Interest earned upon such fund shall remain therewith and shall be used for the purpose of said fund without further appropriation. In any city or town establishing a scholarship fund, there shall be a scholarship committee and educational fund committee to consist of the superintendent of the city or town schools or designee thereof, and no fewer than four residents of the city or town appointed by the board of selectmen to a term of three years. The scholarship committee or educational fund committee shall select the recipients of and amounts of financial aid from the scholarship fund and educational fund and shall be guided by any criteria established by the scholarship committee or educational fund committee subject to any ordinance or by-law and further subject to the following criteria: (a) The recipients of financial aid must be residents of the city or town at the time the financial aid is first awarded and have been accepted to pursue education beyond the secondary school level at an institution deemed accredited by the committee. (b) The committee shall take into consideration each recipient's financial needed, character, scholastic record and involvement in community work as well as extracurricular school activities. The scholarship committee may distribute financial aid from both interest and principal of the fund, without further appropriation. The scholarship committee shall establish a procedure for determining at least on an annual basis the amounts or percentage of the funds that shall be authorized for distribution and for notifying the investing officer or agency so that the funds may be made available in a timely manner and with a minimum of penalties.

Keith Rauseo and Others

Executive Summary: This article is similar to the October 2002 Special Town Meeting article which created the Aid to the Elderly and Disabled Taxation Fund. It provides residents, though a simple form enclosed with their regular property tax bills, a means to donate additional money which specifically supports scholarship programs and/or the Town's general education budget. This allows residents to invest money directly into the school system to fund programs and personnel. It also fulfills some residents' desire to see an increase in school funding, while not putting an additional tax burden on those residents who are satisfied with current funding levels.

Motion: The Finance Committee motioned to Indefinitely Postpone Article 13.
Mr. Keith Rauseo motioned to Adopt Article 13.

A motion was made to Move the Question and this motion was Adopted.

8:25 PM (10/7/03)

Voted: The Finance Committee's motion for Indefinite Postponement Failed.
Article 13 was Adopted, per Mr. Rauseo's motion.

8:25 PM (10/7/03)

8:25 PM (10/7/03)

ARTICLE 14

To see if the Town will vote to amend the Tewksbury Wetland Protection Bylaw, Section 18.04.40, Exceptions, and add the exception: 3) Public Good Where a project is necessary for the protection of the health or safety of the public as determined by the Police Chief, Fire Chief, Superintendent of Public Works, or Board of Health, or a project substantially changes, enlarges, or creates a structure or facility used provide water or sewer services to the public, the Commission may waive the requirements associated with the buffer strip and buffer strip setbacks of this bylaw, 18.04.30(6), and permit activities, provided that the applicant has proved by a preponderance of credible evidence that (1) there is no practicable alternative to the proposed project that would avoid or reduce alterations, and that (2) such activities, including proposed mitigation measures, will have no significant adverse impact on the areas or values protected by this bylaw. The definition of practicable shall be the same as set forth in the Massachusetts Wetland Regulations 310 CMR 10.58(4), General Performance Standard of the Riverfront Area.

Stephen Deackoff and Others

Executive Summary: Currently there exists a 25-foot no disturb zone and 50-foot not build zone surrounding wetlands. This amendment will allow under special circumstances that strict adherence to the requirements of the no-disturb and no-build zones of the Wetland Protection Bylaw may be waived when there are clear benefits of the project to the Town and its citizens and that no significant adverse impacts will occur because of the alteration. This would allow projects such as the Town Sewer Project, the replacement of an old hazardous tree with a new tree, or the breaching of a beaver dam.

Motion: The Conservation Commission motioned to Amend Article 14 and Adopt, as Amended.
The Planning Board motioned to Amend Article 14.

The Moderator motioned to Move the Question and this motion was Adopted.

8:40 PM (10/7/03)

Voted: The Conservation Commission's Amendment was Adopted. 78 YES 51 NO 8:44 PM (10/7/03)
The Planning Board's Amendment was Adopted. 8:45 PM (10/7/03)
Article 14 was Adopted, as amended, by the Conservation Commission and the Planning Board. 8:45 PM (10/7/03)

CONSERVATION COMMISSION'S AMENDMENT:

- 1) Replace the language that states: "...provide water or sewer services to the public" with the following:
"provide local services of sewer, water, or stormwater drainage, or state or federally regulated public utilities such as electrical distribution or transmission lines, or communication, and natural gas lines"
- 2) Add the word "**requirements**" after the word setback
- 3) Replace the word alterations with the words "**the project's impact**"
- 4) Replace the words "such activities" with the words "**said project**"

PLANNING BOARD'S AMENDMENT:

Add the words "or public sidewalks" after the word public on line 7 **or if conservation commission prevails** after the words natural gas lines.

ARTICLE 15

To see if the Town will vote to amend the Personnel By-laws, Section III (e) Salaries and Wages as follows to be effective July 1, 2003:

System Operator

ADD:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
32,128	33,989	35,957	38,053	40,256	42,588

Or take any other action relative thereto.

Town Manager

Executive Summary: The purpose of this article is to establish a System Operator position as part of the planned re-organization of the Police Department due to the retirement of existing personnel.

Motion: Town Manager, David Cressman, motioned to Withdraw Article 15 and this motion was Adopted.

8:45 PM (10/7/03)

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the October 7, 2003, Special Town Meeting, sine die, and this motion was Adopted.

8:45 PM (10/7/03)

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant on October 7, 2003.

**APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING
OCTOBER 7, 2003**

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	BORROW
1. Senior Center remodeling, reconstructing, making addition to, making extraordinary repairs, equipping & furnishing. (Contingent Upon Passage of a Debt Exemption Vote 10/25/03).			\$ 6,200,000.00
2. Certain Sums of Money to Specific Accounts.		\$ 40,090.00 Previously Appropriated Monies	
3. Pay Outstanding Bills of Previous Fiscal Years.	\$ 7,046.38		
4. Making Improvements to the Town's Water System.			647,000.00
5. Rescind Remaining Borrowing Authorization Art. 7, 1997 Annual Town Meeting Expansion Water Treatment Facility.			(\$2,924,000.00)
<hr/>			
Total Raise & Appropriate	\$ 7,046.38		
<hr/>			
Total Transfers		\$ 40,090.00	
<hr/>			
Total Borrow			\$ 6,847,000.00
<hr/>			
Rescind Borrowing			(\$2,924,000.00)
<hr/>			

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

Special Town Election

October 25, 2003

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 8:00 AM and closed at 8:00 PM. There were 1,772 votes cast. Precinct 1 – 173, Precinct 1A – 252, Precinct 2 – 203, Precinct 2A – 200, Precinct 3 – 185, Precinct 3A – 269, Precinct 4 – 205, and Precinct 4A – 285.

Precinct 1 - Alice Golen, Warden	Alice A. Carroll, Clerk
Precinct 1A - Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2 - Bernice Sprague, Warden	Marie T. Magro, Clerk
Precinct 2A - Warren Layne, Warden	Ann Morelli, Clerk
Precinct 3 - Laurence Bairstow, Warden	Priscilla Hurton, Clerk
Precinct 3A - Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4 - Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A - Christina R. Stanley, Warden	Dorothy McGrath, Clerk

SPECIAL TOWN ELECTION

October 25, 2003

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	173	252	203	200	185	269	205	285	1,772

QUESTION 1

Shall the Town of Tewksbury be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued for the purpose of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center?

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	3	0	3	3	1	0	1	0	11
Yes	77	135	90	95	73	107	115	146	838
No	93	117	110	102	111	162	89	139	923
Total	173	252	203	200	185	269	205	285	1,772

Total Registered Voters	18,069
Total Votes	1,772
Percent	10%

A true copy attest:
Elizabeth A. Carey, CMC, CMMC
Town Clerk

ADMINISTRATION

Board of Selectmen
Administrative Services
Housing Authority
Veteran's Services

Town Manager
Board of Registrars
Parking Clerk

Town Counsel
Dog Officer
Town Clerk
Public Works

Board of Selectmen

In 2003, the Board of Selectmen held regular meetings twice a month September through May and once a month during the months of June, July and August. Additionally, members of the Board served on many subcommittees including but not limited to the Mills Study Committee, Senior Center Building Committee, Sewer Advisory Committee, Memorial Day Committee, Wynn School Building Committee, Town Meeting Review Committee and Land Use Committee. The Board held conduit and pole petition hearings and liquor license hearings. Many residents applied for and were appointed to serve on various town committees.

Our state legislators, Representative James Miceli, Senator Susan Tucker, and Representative Barry Finegold were available to the Board on a regular basis to discuss pending and future legislation of interest to the community.

The Board of Selectmen wishes to extend their thanks to all department heads, town employees, and office staff for their commitment to better serve the residents during this past year. The Board would also like to take this opportunity to thank those men and women who have served this community as members of numerous appointed and elected boards and committees for the time and effort expended by them in various positions in town government.

The Selectmen's Office, which is located in the Town Hall, is open Monday through Friday from 8:00 a. m. to 4:30 p. m. for the convenience of the townspeople. The Selectmen meet twice a month on Tuesday evenings at 7:30 p. m. All residents are welcome to attend these meetings. However, if you wish to be heard on an issue, or have the Board take action on a specific matter, it will be necessary to have a detailed written request presented at the Selectmen's Office prior to the noon closing of the agenda on Wednesday preceding each meeting. This procedure enables the Selectmen to gather any pertinent information prior to the meeting and eliminates the necessity for delay in making decisions.

For your convenience, the Selectmen's meetings, as well as other Board and Committee meetings, continue to be televised live on Channel 10.

BOARD OF SELECTMEN

Charles Coldwell, Chairman
Joseph P. Gill, Jr., Vice Chairman
Jerry Selissen, Clerk
John Ryan
Douglas W. Sears, Esq.

Town Manager

The past year was both challenging and rewarding for many reasons. The biggest challenge was to weather another year of fiscal uncertainty due to the Commonwealth's fiscal problems and the national economy. Fortunately, the Town was able to produce a balanced budget with only two layoffs and minimal service reductions. At the same time, the Town was weathering a significant snow season in 2002-2003 and again in December, 2003.

Another challenge during the year was working through the transition of a large number of employees retiring due to the Early Retirement Program. This required a significant amount of time spent on hiring replacements as the Town is at a minimal staffing level in almost all departments. In terms of rewarding experiences, there were many. First, the Town initiated construction of the Phase 6 sewer programs and design of the Phase 7 sewer program both of which are ahead of schedule. Looking ahead to 2004,

implementation of the construction of the Phase 7 sewer program will be a major challenge as it is the largest sewer construction phase in the program.

Another rewarding experience was the completion of negotiations over a new solid waste disposal contract that will provide the town with a guaranteed price and lower costs from September, 2005 to June, 2010. However, this success was tempered by the bankruptcy of the purchaser of electricity from the incinerator and the resolution of this matter will be a challenge in 2004.

Another challenge in 2003 was the re-construction of the Wynn School due to a design error discovered by the Building Commissioner in January. This issue was resolved and the project was substantially completed for school to open in August, 2003.

Another challenge was negotiations over the Town's liability at the Rocco landfill due to the actions of the Town in the 1960's and 1970's. While there was a partial resolution of this matter in October 2003, this will be a continuing challenge over the next several years.

Another rewarding experience in 2003 was the bidding of the Town's property and liability insurance combined with the Town's loss control efforts ranking in the top of the MIIA members resulted in a savings of over \$100,000.

David G. Cressman
Town Manager

Town Counsel

In 2003, Charles J. Zaroulis, Town Counsel, represented the Town of Tewksbury in litigation before the District Court, Middlesex Superior Court, Probate Court, the Massachusetts Land Court, the Appeals Court, and in matters before the Appellate Tax Board and the Alcoholic Beverages Control Commission.

The Town received favorable decisions and/or judgments in the following cases:

- Atlantic Dracut Realty LP, et al. v. Planning Board - Appeals Court
- Atlantic Dracut Realty LP, et al. v. Zoning Board of Appeals - Appeals Court
- Building Commissioner v. Mercuri - Superior Court
- Tremblay v. Zoning Board of Appeals - Land Court

The following cases against the Town were dismissed:

- Banerjee v. Conservation Commission - Superior Court
- Connolly and Macauley v. Planning Board - Land Court
- DiDonato v. Tewksbury - Land Court
- IRA Motor Group, Inc. v. Zoning Board of Appeals - Land Court
- L. J. DiPalma, Inc. v. Planning Board - Land Court
- Sideropoulos, Trustee v. Zoning Board of Appeals - Land Court
- Sullivan, Kevin, et al v. Tewksbury - Superior Court

The following cases are pending:

- Building Commissioner v. John D. Sullivan (Catamount Road) - Superior Court
- Louis Carciofi v. FAB and Zoning Board of Appeals - Superior Court
- David G. Cressman and Planning Board v. George Brothers and Zoning Board of Appeals - Land Court
- David G. Cressman v. Atamian - Superior Court
- David G. Cressman v. FAB and Zoning Board of Appeals - Superior Court
- Veronica Curseaden v. Zoning Board of Appeals - Superior Court
- Demoulas Super Markets, Inc. (Warehouse) v. Planning Board - Land Court
- Robert DiStefano, Trustee v. Zoning Board of Appeals - Land Court
- Robert DiStefano, Trustee v. Planning Board - Land Court
- Germano v. Zoning Board of Appeals - Superior Court
- Giasullo v. Planning Board - Land Court
- Guy Indelicato v. Zoning Board of Appeals - Superior Court
- Hancock Engineering Associates, Inc. v. Tewksbury - District Court
- Klock v. Zoning Board of Appeals - Superior Court

- Lefebvre, Donald, Jr. v. Zoning Board of Appeals - Land Court
- City of Lowell v. Tewksbury - Superior Court
- MJP Contracting, Inc. v. Zoning Board of Appeals - Land Court
- Mathews v. Zoning Board of Appeals - Superior Court (three cases)
- McDade v. Zoning Board of Appeals - Superior Court
- Paul Nicosia v. Powell and Town of Tewksbury - Probate Court
- R.J.R. Ventures, d/b/a Cornerstone Corp. v. Planning Board - Land Court
- James Ryan, et al. v. Demoulas and Conservation Commission - Superior Court
- James Ryan, et al. v. Demoulas Super Markets, Inc. and Planning Board - Superior Court
- Sheehan and DAV v. Flanagan and Tewksbury - Appeals Court
- Tewksbury Building Commissioner v. George Brothers - Superior Court
- Tewksbury Building Commissioner v. Christopher Eagan - Superior Court
- George Thompson, et al. v. Town of Tewksbury - Land Court
- Wamesit Village, Inc. v. Conservation Commission - Superior Court

In addition to court and administrative hearings, your Town Counsel appeared before state agencies, prepared legal documents, contracts, deeds, easements, court pleadings, memoranda and opinions for various departments; he has drafted by-laws and rules and regulations for Boards and has drafted Town Meeting Articles; and he has made eminent domain land takings for highway and sewer improvements.

Town Counsel encourages Town officials to communicate with him as soon as possible after becoming aware of any potential problem or litigation. In addition, your Town Counsel is pleased to assist in making Town government more responsive to the safety and well being of Tewksbury's citizens to prevent claims against the Town and to provide appropriate governance for its inhabitants.

Town Counsel will continue his program of providing municipal law memoranda and seminars which address important and current issues of law and the interpretation of laws for the various Boards, Committees, Commissions, and Departments.

Town Counsel again thanks the Boards of Selectmen, the Town Manager, the several Boards, Committees, Commissions, Departments, and their officers and employees for the excellent co-operation again afforded to him during the past year.

Charles J. Zaroulis, Town Counsel

Administrative Services

OFFICE HOURS ARE MONDAY THRU FRIDAY
7:30 A.M. - 4:30 P.M.

Department Staff

- William Rose, Administrative Services Assistant, concentrating on Personnel Computer System, Job Postings, and New Employee Orientation.
- Melanie Sitar, Administrative Services Assistant, concentrating on Employee Benefits, Occupational Injury Compensation, and Medical Cost Analysis.

2003 was a busy year for the Administrative Services Department, which serves the Town in the following areas:

Employee Services

- Central Data Base
All Town and School employees are now listed on the central database with their benefits including health, dental, and life insurance plans.
All town employee's vacation, sick time, and personal days are tracked.
- Prepare new and update existing job descriptions.
- Job Postings for all town side employment opportunities
- Background Checks and physicals are accomplished on all new employees
- New Employee Orientation
New employees are made aware of Town benefits, the sexual harassment, code of conduct and computer policy are distributed/explained, and payroll information is collected.

- Standardization of Job Titles
Both managerial and clerical job classification has been implemented
- Exit interviews are now conducted on terminating town employees
- Administrative Services provides support for the Personnel Relations Review Board
- Administrative Services establishes, reviews, and publishes policies to maintain continuity of personnel practices.
- Prepare new and update existing personnel forms used by Town departments.

Centralized Purchasing

- Telephone Bills
- Postage for Town Hall, Annex, Recreation, and Central Fire has been consolidated into one budget maintained by this department.

The year 2004 will continue to bring new challenges to this department.

Respectfully,
Sandra A. Barbeau
Assistant to the Town Manager

Board of Registrars

Beverly A. Bennett
Edward Creamer
Donald Ordway, Chairman
Elizabeth A. Carey, Town Clerk

One of the major duties of the Board of Registrars is to conduct all voter registration sessions. Registrars are responsible for the voter registration process, for maintaining voter registration records, and for submitting certain records to the Secretary of State.

There are three (3) important lists the registrars are required to prepare: the annual street list, the annual card file of registered voters, and the registered voters list.

Certification of nomination papers, petitions, proposed town meeting articles, and applications for absentee voting are also the duty of the Registrars. Applications for voting absentee may be requested from the Office of the Town Clerk. Information about absentee voting may be obtained by phoning the Town Clerk's Office at 640-4355.

Prior to any election or town meeting, the Board of Registrars conducts a special voter registration session; the date and time are published in advance in the local newspapers and cable TV.

In 1994, the Motor Voter Law became effective and this allows eligible town residents to register to vote by mail. Phone the Town Clerk's office at 978-640-4355 and request that a mail-in voter registration form be mailed to you and/or eligible members of your family.

Residents may register to vote at the Town Clerk's Office, Town Hall, Monday through Friday, from 8:30 A.M. to 4:30 P.M. and Tuesday evenings from 7:00 P.M. to 8:30 P.M.

PRECINCT ENROLLMENT:

Precinct 1	2,231
Precinct 1A	2,269
Precinct 2	2,213
Precinct 2A	2,158
Precinct 3	2,502
Precinct 3A	2,353
Precinct 4	2,119
Precinct 4A	2,293

PARTY ENROLLMENT:

Precinct	Democrat	Green Party USA	Green-Rainbow	Interdependent 3 rd Party	Libertarian	Reform	Republican	Unenrolled	Total
1	658	0	2	1	14	1	343	1,212	2,231
1A	732	1	1	2	11	1	300	1,221	2,269
2	751	0	3	3	15	3	228	1,210	2,213
2A	703	0	1	0	18	3	272	1,161	2,158
3	798	1	0	4	9	1	390	1,299	2,502
3A	730	0	2	2	11	2	307	1,299	2,353
4	728	0	0	1	7	1	240	1,142	2,119
4A	853	1	1	5	9	1	263	1,160	2,293
Total	5953	3	10	18	94	13	2,343	9,704	18,138

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk

Dog Officer

I would like to take this opportunity to thank all the residents who have obeyed the Leash Law in Tewksbury. All dogs in Tewksbury must be licensed and have all their shots, this is for the safety of the residents as well as the dogs. If your dog is not licensed and is picked up, it is very hard to trace the owner to the dog and this could result in extra fines. Let's protect our children and all residents (from dog bites, etc.) and keep your dogs restrained.

I would like to make you aware, if your dog is picked up, that there will be an administration fee of \$25.00 plus \$5.00 per day for board and keep, up to \$190.00 plus fines as follows:

FIRST OFFENSE	\$25.00
SECOND OFFENSE	50.00
THIRD OFFENSE	100.00
SUBSEQUENT OFFENSES	100.00

(within a calendar year)

REMEMBER PLEASE HAVE YOUR DOG LICENSED AND MAKE SURE THEY HAVE ALL THE NECESSARY SHOTS.

WHEN YOU LICENSE YOUR DOG BE SURE TO GET A COPY OF THE DOG BY-LAW WHICH WENT INTO EFFECT 1/1/98.

Walter Collins
Dog Officer

This will be the last Annual Report of the Dog Officer, as the position has been eliminated with the retirement of Dog Officer Walter Collins. With that retirement, the position of Animal Control Officer within the Health Department has been created, and filled with Brian Fernald. Many will note that Mr. Fernald has filled in part time for most of the year after Officer Collins went out on extended sick leave.

I thank Officer Collins for his many years of service to the Town, and wish him a wonderful retirement. I thank the Town for its support in animal control. We encourage the public to ensure that all pets are vaccinated against rabies, that dogs be restrained, and that wild animals be given plenty of room to roam around you and your pets.

Sincerely,
Thomas G. Carbone, R.S., C.H.O.
Director of Public Health

2003 Activity Report

Leash Law Violations	6
Failure to License Dogs	13
Other Citations	2
Warnings	4
Dead Animal Removal	37
Live Animal Removal	32

Housing Authority

The Authority was notified in September that we received funding through a Comprehensive Improvement Assistance Program provided by the Department of Housing and Urban Development (HUD) to perform Site improvements to the Robert Flucker Heights Elderly Development.

The Authority has partnered with the Town to manage and maintain a vacant Town Owned Home on Main Street to house Special Needs Adults.

In November, we received notification of a Grant to fund a Family Self-Sufficiency (FSS) Coordinator for the Authority's Housing Choice Voucher Program.

During this past year, the Authority awarded a contract for Site Improvements for its Saunders Circle Elderly/Disabled Housing Development with work to start in the spring of 2004.

The Authority manages and operates 342 State and Federal Public Housing Units. The year has added 435 new applicants to the Authority's Elderly, Disabled and Family Public Housing Programs' waiting lists. The turnovers for the elderly and disabled housing units were 18 and 1 for our family units.

The Tewksbury Housing Authority's Office is located on the Saunders Circle Elderly/Housing Site. The office is opened Monday through Thursday 8:00 a.m. to 4:30 p.m. and on Friday from 8:00 a.m. to 1:30 p.m. The Board of Commissioners meets on the first Tuesday of each month at 3:00 p.m. in the Saunders Circle Community Building.

I would like to thank the members of the Authority -- Linda R. Brabant, Vice Chair, Shawn Dillon, Treasurer, Robert Briggs, Assistant Treasurer and John Deputat, the State's Appointment -- also our Executive Director, Corinne Delaney, our office staff, and our maintenance men for their services afforded to the Authority during this past year.

Respectfully submitted,
Louise A. Gearty
Chair, Tewksbury Housing Authority

TEWKSBURY REVOLVING FUND
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	CASH		
1112	ENTERPRISE A/C 270283	<u>\$ 27,340.22</u>	
	TOTAL CASH		\$ 27,340.22
	ACCOUNT RECIEVABLE		
1121	A/R MA 139-1 DEPT 1	(28,439.89)	
1122	A/R SECT 8 VOUCHER DEPT 2	17,178.33	
1123	A/R 400-01 DEPT 03	26,934.44	
1125	A/R FED MOD DEPT 05		
1127	A/R 167-1 DEV DEPT 7	(3,701.31)	
1130	A/R TOWN HOUSING DEPT 10	94.00	
1132	A/R 689-1 DEV DEPT 9	(11,330.66)	
1133	A/R 689-2 DEV DEPT 11	<u>(10,248.38)</u>	
	TOTAL ACCOUNT RECIEVABLE		(9,513.47)
	DEFERRED CHARGES		
1290	UNDISTRIBUTED CHARGES		
1291	DEFERRED PAYROLL	<u> </u>	
	TOTAL DEFERRED CHARGES		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 17,826.75</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY REVOLVING FUND
BALANCE SHEET
DECEMBER 31, 2003

LIABILITIES

ACCOUNT PAYABLES			
2111	ACCOUNT PAYABLE OTHER	\$ 395.00	
2114	SECURITY DEP-PETS		
2171	FEDERAL WITHHOLDING TAX		
2172	STATE WITHHOLDING TAXES		
2173	RETIREMENT WITHHELD	2,819.38	
2174	GROUP INSURANCE	1,231.43	
2176	CHRISTMAS W/H	250.00	
2178	CREDIT UNION	(75.00)	
2179	FICA/MED TAX WITHHELD		
2181	LONG TERM DISABILITY	(992.64)	
TOTAL ACCOUNT PAYABLES			\$ 3,628.17
DEFERRED CREDITS			
2290	UNDISTRIBUTED CREDITS		
2291	DEFERRED INTEREST INCOME	37.90	
2292	AFFORD HSG FEES		
TOTAL DEFERRED CREDITS			37.90
ADVANCES TO REVOLV FUND			
2401	ADVANCE MA 139-001	5,000.00	
2402	ADVANCE SECTION 8	575.68	
2403	ADVANCE 400-01	8,585.00	
TOTAL ADVANCES TO REVOLV FUND			14,160.68
TOTAL LIABILITIES			<u>\$ 17,826.75</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY FEDERAL MA 139-1 LEDGER
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

*111 CASH			
1112	ENTERPRISE #10226861	\$ 916.90	
1113	PET AC ENT/PRISE 10227844	<u>1,012.30</u>	
	TOTAL *111 CASH		\$ 1,929.20
ACCOUNT RECEIVABLE			
1122	126 A/R TENANTS	6,557.50	
112201	126.1 ALLOW DOUBT ACCTS		
112901	144 A/R FEDERAL MOD	<u></u>	
	TOTAL ACCOUNT RECEIVABLE		6,557.50
ADVANCES			
1155	144 REVOLVING FUND	<u>5,000.00</u>	
	TOTAL ADVANCES		5,000.00
*131 INVESTMENTS			
1162	ENTERPRISE BANK #10226874	<u>267,227.61</u>	
	TOTAL *131 INVESTMENTS		267,227.61
DEFERRED CHARGES			
1210	142 PREPAID INSURANCE	9,707.20	
1211	142 PREPAID RETIREMENT		
1212	142 INSURANCE DEPOSIT	463.00	
1290	174 DEFERRED CHARGES	<u></u>	
	TOTAL DEFERRED CHARGES		10,170.20
LAND STRUCTURES EQUIPMENT			
1404	LAND STRUCTURES EQUIPMENT	<u></u>	
	TOTAL LAND STRUCTURES EQUIPMENT		0.00
FIXED ASSETS			
1506	161 LAND	1.00	
1507	162 BUILDING	3,081,683.15	
1508	163 EQUIPMENT DWELLING		
1509	164 EQUIPMENT ADMIN	36,825.46	
1510	165 LEASEHOLD IMPROV		
1515	166 ACCUM DEPRECIATION	<u>(1,428,770.04)</u>	
	TOTAL FIXED ASSETS		<u>1,689,739.57</u>
	TOTAL ASSETS		<u>\$ 1,980,624.08</u>

Read Accountant's Compilation Report

TEWKSBURY FEDERAL MA 139-1 LEDGER
BALANCE SHEET
DECEMBER 31, 2003

LIABILITIES & SURPLUS

ACCOUNTS PAYABLE			
2114	SECURITY DEPOSITS/PETS	\$ 1,172.30	
2119	347 A/P REV FUND	<u>(28,439.89)</u>	
	TOTAL ACCOUNTS PAYABLE		\$ (27,267.59)
ACCRUED LIABILITIES			
2135	321 ACCRUED PAYROLL		
213501	322 ACCRUED COMP ABSENCES	8,559.00	
2137	333 ACCRUED PILOT	<u>7,233.78</u>	
	TOTAL ACCRUED LIABILITIES		15,792.78
DEFERRED CREDITS			
2240	PREPAID RENTS		
2290	353 DEFERRED CREDITS	<u> </u>	
	TOTAL DEFERRED CREDITS		0.00
SURPLUS FROM OPERATIONS			
2802	504 HUD/PHA CONTRIBUTION	1,585,609.17	
2806	512 RETAINED EARNINGS	322,157.13	
280601	512 RETAIN EARNINGS-MOD	<u>79,762.00</u>	
	TOTAL SURPLUS FROM OPERATIONS		1,987,528.30
CURRENT YEAR OPERATIONS			
2940	RESIDUAL RCPTS, - DEFICIT	<u>4,570.59</u>	
	TOTAL CURRENT YEAR OPERATIONS		<u>(4,570.59)</u>
	TOTAL SURPLUS & LIAB		<u>\$ (1,980,624.08)</u>

Read Accountant's Compilation Report

TEWKSBURY SECTION 8 VOUCHER
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	*111 CASH		
1112	ENTERPRISE #270270	<u>\$ 114,070.73</u>	
	TOTAL *111 CASH		\$ 114,070.73
	ACCOUNT RECEIVABLES		
1122	128 A/R BACK RENTS	7,950.50	
112201	128.1 ALLOW DOUBT FRAUD	(8,359.50)	
1125	122 A/R HUD		
1129	125 A/R OTHER	160.00	
112999	128/125 A/R MOB & FRAUD	(444.18)	
1130	126.2 ALLOW DOUBT OTHER		
	TOTAL ACCOUNT RECEIVABLES		(693.18)
	ADVANCES		
1155	144 REVOLVING FUND	<u>575.68</u>	
	TOTAL ADVANCES		575.68
	DEFERRED CHARGES		
1210	142 PREPAID INSURANCE	1,926.21	
1211	142 PREPAID RETIREMENT		
1212	142 INSURANCE DEPOSIT	787.00	
1290	174 DEFERRED CHARGES		
	TOTAL DEFERRED CHARGES		2,713.21
	LAND STRUCTURES EQUIPMENT		
147501	164 EQUIPMENT OFFICE	1,201.16	
1515	166 ACCUM DEPRECIATION	<u>(1,201.16)</u>	
	TOTAL LAND STRUCTURES EQUIPMENT		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 116,666.44</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY SECTION 8 VOUCHER
BALANCE SHEET
DECEMBER 31, 2003

LIABILITIES

ACCOUNTS PAYABLE			
2111	312 A/P OTHER		
2118	331 A/P HUD		
2119	347 A/P REV FUND	\$ 17,178.33	
211998	347 A/P SECT 8 CERT		
211999	312 A/P MOB CLEAR A/C		
2135	321 ACCRUED PAYROLL		
213501	322 ACCRUED COMP ABSENCES	<u>4,233.13</u>	
	TOTAL ACCOUNTS PAYABLE		\$ (21,411.46)
DEFERRED CREDITS			
2210	PREPAID ANNUAL CONTRIB.	507,586.00	
2215	HAPS A/C #4715	(449,668.33)	
2230	CONTRA ADMIN FEE ACCOUNT	(40,067.06)	
2290	342 UNDISTRIBUTED CREDIT		
2690	342 DEFER CREDIT-BK RENT	7,950.50	
269001	312 CONTRA BACK RENT	<u>(8,359.50)</u>	
	TOTAL DEFERRED CREDITS		17,441.61
EQUITY REAC			
2806	512 RETAINED EARNINGS	<u>86,451.26</u>	
	TOTAL EQUITY REAC		(86,451.26)
HUD SURPLUS MEMO ONLY			
2810	UNRESERVED SURPLUS	(6,939,846.44)	
2826	OPERATING RESERVE		
2827	PROJECT ACCOUNT UNFUNDED	99,798.00	
2840	CUMULATIVE HUD CONTRIB.	<u>6,840,048.44</u>	
	TOTAL HUD SURPLUS MEMO ONLY		0.00
CURRENT OPERATIONS			
2940	RESIDUAL RCPTS, - DEFICIT	<u>(8,637.89)</u>	
	TOTAL CURRENT OPERATIONS		<u>(8,637.89)</u>
	TOTAL SURPLUS & LIAB.		<u>\$ 116,666.44</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

* 111 CASH			
1111	ENTERPRISE #10226890	\$ 3,902.29	
1113	ENTERPRISE #10226913	1,771.89	
1117	111 PETTY CASH	25.00	
	TOTAL * 111 CASH		\$ 5,699.18
ACCOUNT RECEIVABLES			
1122	126 A/R TENANTS 667-C	469.98	
112201	126 A/R TENANTS 705-C	8,412.56	
1125	124 A/R DHCD	34,435.69	
	TOTAL ACCOUNT RECEIVABLES		43,318.23
ADVANCES			
1155	144 REVOLVING FUND	8,585.00	
	TOTAL ADVANCES		8,585.00
INVESTMENTS			
116201	131 ENTERPRISE #10226887	227,995.05	
116202	131 SPEC PURPOSE 10227831	394,010.92	
	TOTAL INVESTMENTS		622,005.97
DEFERRED CHARGES			
1210	142 PREPAID INSURANCE	12,311.84	
1211	142 PREPAID RETIREMENT		
1290	175 UNDISTRIBUTED CHARGES		
	TOTAL DEFERRED CHARGES		12,311.84
DEVELOPMENT COSTS			
1402	DEVELOPMENT COST	4,080,00.00	
1403	LESS DEV COST LIQUIDATION	(171,000.00)	
	TOTAL DEVELOPMENT COSTS		3,909,000.00
INVENTORY FURN/EQUIPMENT			
140399	INVENTORY FURN/EQUIPMENT	232,964.87	
1406	COMPLETED MOD COSTS	889,393.50	
1408	REOPENED 705-2 DEV	48,794.64	
	TOTAL INVENTORY FURN/EQUIPMENT		1,171,153.01
	TOTAL ASSETS		<u>\$ 5,772,073.23</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
DECEMBER 31, 2003

LIABILITY & SURPLUS

ACCOUNT PAYABLES			
2111	312 A/P OTHER		
2114	TENANT SECURITY DEPOSITS	\$ 1,769.82	
2118	333 A/P DHCD		
2119	347 A/P REVOLVING FUND	<u>26,934.44</u>	
	TOTAL ACCOUNT PAYABLES		\$ 28,704.26
ACCRUED LIABILITIES			
2134	346 ACCRUED UTILITIES		
2137	333 ACCRUED PILOT	<u>5,660.00</u>	
	TOTAL ACCRUED LIABILITIES		5,660.00
DEFERRED CREDITS			
2240	PREPAID RENTS		
2290	342 DEFERRED CREDITS	<u></u>	
	TOTAL DEFERRED CREDITS		0.00
FIXED LIABILITIES			
2321	GRANTS ISSUED	3,957,794.64	
2324	COMPLETED MOD CONTRIB.	<u>889,393.50</u>	
	TOTAL FIXED LIABILITIES		4,847,188.14
SURPLUS			
2400	VALUATION OF FIXED ASSETS	232,964.87	
2560	512 SPECIAL PURPOSE RESV	282,680.94	
2590	512 RETAINED EARNINGS	353,854.01	
2700	NET INCOME (DEFICIT)	<u>21,021.01</u>	
	TOTAL SURPLUS		<u>890,520.83</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 5,772,073.23</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003**

		<u>Current</u>	<u>Balance</u>
140399	INVENTORY FURN/EQUIPMENT		
140410	163 MGMT DWELLING EQUIP	\$ (1,704.00)	\$ 81,922.69
140471	164 MGMT OFFICE EQUIP	(562.75)	22,992.41
140472	164 MGMT MAINT EQUIP	2,350.00	60,897.00
140473	164 MGMT COMM RM EQUIP		
140477	164 MGMT AUTO EQUIP		67,152.77
	TOTAL	<u>\$ 83.25</u>	<u>\$ 232,964.87</u>
1408	REOPENED 705-2 DEV		
140810	141016 ADMIN		\$ 1,529.75
140811	141011 TITLE INSURANCE		540.00
140814	141014 LEGAL FEES		1,650.00
140828	1420.08 OTHER INCOME		(3,275.51)
140833	143003 SURVEY		250.00
140843	144003 ACCRUED TAXES		1,911.40
140845	144005 RECORDING FEES		189.00
140860	1460 DWELLING		46,000.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 48,794.64</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	ACCOUNT RECEIVABLES		
1125	122 A/R HUD		
1129	125 A/R OTHER		
112901	144 A/R MA 139-1		
	TOTAL ACCOUNT RECEIVABLES		\$ 0.00
	DEFERRED CHARGES		
1290	167 WORK IN PROCESS		
	TOTAL DEFERRED CHARGES		0.00
	MOD CIAP		
140099	CLOSED HARD COST		
	TOTAL MOD CIAP		0.00
	CAPITAL FUND 2000		
140198	CLOSE SOFT COST		
140199	CLOSED HARD COST		
	TOTAL CAPITAL FUND 2000		0.00
	CAPITAL FUND 2001		
140298	CLOSE SOFT COST		
140299	CLOSED HARD COST		
	TOTAL CAPITAL FUND 2001		0.00
	FIXED ASSETS		
1506	161 LAND		
1507	162 BUILDING		
1508	163 EQUIPMENT DWELLING		
1509	164 EQUIPMENT ADMIN		
1510	165 LEASEHOLD IMPROV		
1515	166 ACCUM DEPRECIATION		
	TOTAL FIXED ASSETS		0.00
	CONTRACT REGISTER		
1801	A/E COOK A/C 140030		
1802	ACCURATE PAVING 140050		
1851	A/E COOK A/C 140030		
1852	ACCURATE PAVING 140050		
	TOTAL CONTRACT REGISTER		0.00
	TOTAL ASSETS		<u>\$ 0.00</u>

Read Accountant's Compilation Report

**TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
DECEMBER 31, 2003**

LIABILITY & SURPLUS

ACCOUNT PAYABLE			
2111	312 A/P OTHER		
2112	312 RETENTIONS		
2118	331 A/P HUD		
2119	347 A/P REV FUND		
211901	347 A/P MA 139-1		
	TOTAL ACCOUNT PAYABLE		\$ 0.00
OTHER DEFERRED CREDITS			
2290	353 DEFERRED CREDITS		
	TOTAL OTHER DEFERRED CREDITS		0.00
EQUITY			
2700	NET INCOME, - DEFICIT		
2802	504 HUD/PHA CONTRIBUTION		
2806	512 RETAINED EARNINGS		
280601	512 R/E CIAP 99		
	TOTAL SURPLUS		0.00
	TOTAL LIABILITY & SURPLUS		<u>\$ 0.00</u>

Read Accountant's Compilation Report

**TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003**

		<u>Current</u>	<u>Balance</u>
1400	CIAP 902-99 \$ 69,081		
140010	1410 ADMINISTRATION		
140030	1430 A/E COOK		
140050	1450 ROAD WORK		
	TOTAL	<u>\$ 0.00</u>	<u>\$ 0.00</u>
140101	CAPITAL FUND 2000 \$ 16605		
140108	1406 OPERATIONS	\$ (1,720.40)	
140110	1410 ADMINISTRATION		
140130	1430 A/E FEES & COST	(5,405.60)	
140150	1450 ADDL ROAD/PARKING	<u>(9,479.00)</u>	
	TOTAL	<u>\$ (16,605.00)</u>	<u>\$ 0.00</u>
140201	CAPITAL FUND 2001 \$ 16926		
140208	1406 OPERATIONS	\$ (16,926.00)	
140210	1410 ADMINISTRATION		
140230	1430 A/E FEES		
140250	1450 ADDL ROAD & PARKING		
	TOTAL	<u>\$ (16,926.00)</u>	<u>\$ 0.00</u>

Read Accountant's Compilation Report

**TEWKSBURY 689-1 GERRY DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

	CASH		
1111	ENTERPRISE BANK #10226829	\$ 71,500.95	
	TOTAL CASH		\$ 71,500.95
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT		
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
140201	DEV COST CLOSED	559,673.76	
140250	INVENTORY EQUIPMENT	2,369.99	
	TOTAL DEVELOPMENT COSTS		562,043.75
	TOTAL ASSETS		<u>\$ 633,544.70</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2111	ACCT PAYABLE OTHER	\$ 160.00	
2119	REVOLVING FUND	(11,330.66)	
	TOTAL ACCOUNT PAYABLE		\$ (11,170.66)
	ACCRUED LIABILITIES		
2137	PAYMENT IN LIEU OF TAXES	465.60	
	TOTAL ACCRUED LIABILITIES		465.60
	FIXED LIABILITIES		
2320	GRANTS ISSUED	559,673.76	
	TOTAL FIXED LIABILITIES		559,673.76
	SURPLUS		
2400	VALUATION FIXED ASSETS	2,369.99	
2460	GIFTS & DONATIONS	2,022.52	
2590	OPERATING RESERVE	76,284.05	
2700	NET INCOME (DEFICIT)	3,899.44	
	TOTAL SURPLUS		84,576.00
	TOTAL LIABILITY & SURPLUS		<u>\$ 633,544.70</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY 689-1 GERRY DEVELOPMENT
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003

		<u>Current</u>	<u>Balance</u>
140250	INVENTORY EQUIPMENT		
140410	1465.1 DWELLING EQUIP		
140471	1475.1 MGMT OFFICE EQUIP		\$ 407.99
140472	1475.2 MGMT MAINT EQUIP		
140473	1475.3 COMM ROOM EQUIP		
140477	1475.7 MGMT AUTO EQUIP		1,962.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 2,369.99</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY 689-2 DMR DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

	CASH		
1111	ENTERPRISE BANK #10226832	<u>\$ 88,388.55</u>	
	TOTAL CASH		\$ 88,388.55
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
140201	DEV COST CLOSED	547,955.50	
140250	INVENTORY EQUIPMENT	<u>2,307.69</u>	
	TOTAL DEVELOPMENT COSTS		<u>550,263.19</u>
	TOTAL ASSETS		<u>\$ 638,651.74</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ (10,248.38)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (10,248.38)
	ACCRUED LIABILITIES		
2137	PAYMENT IN LIEU OF TAXES	<u>465.60</u>	
	TOTAL ACCRUED LIABILITIES		465.60
	FIXED LIABILITIES		
2320	GRANTS ISSUED	<u>547,955.50</u>	
	TOTAL FIXED LIABILITIES		547,955.50
	SURPLUS		
2400	VALUATION FIXED ASSETS	2,307.69	
2590	OPERATING RESERVE	94,514.19	
2700	NET INCOME (DEFICIT)	<u>3,657.14</u>	
	TOTAL SURPLUS		<u>100,479.02</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 638,651.74</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY 689-2 DMR DEVELOPMENT
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003

		<u>Current</u>	<u>Balance</u>
140250	INVENTORY EQUIPMENT		
140471	1475.1 MGMT OFFICE EQUIP		\$ 345.69
140472	1475.2 MGMT MAINT EQUIP		
140473	1475.3 COMM ROOM EQUIP		
140477	1475.7 MGMT AUTO EQUIP		1,962.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 2,307.69</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY 167-1 DMH DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

	CASH		
1111	ENTERPRISE BANK #10226845	<u>\$ 39,340.17</u>	
	TOTAL CASH		\$ 39,340.17
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT	<u></u>	
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
140201	DEV COST CLOSED	464,766.81	
140250	INVENTORY EQUIPMENT	2,307.69	
1410	DEVELOPEMNT COST	<u></u>	
	TOTAL DEVELOPMENT COSTS		<u>467,074.50</u>
	TOTAL ASSETS		<u>\$ 506,414.67</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ (3,701.31)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (3,701.31)
	ACCRUED LIABILITIES		
2137	PAYMENT IN LIEU OF TAXES	<u>465.60</u>	
	TOTAL ACCRUED LIABILITIES		465.60
	FIXED LIABILITIES		
2320	GRANTS ISSUED	<u>464,766.81</u>	
	TOTAL FIXED LIABILITIES		464,766.81
	SURPLUS		
2400	VALUATION FIXED ASSETS	2,307.69	
2590	OPERATING RESERVE	42,825.21	
2700	NET INCOME (DEFICIT)	<u>(249.33)</u>	
	TOTAL SURPLUS		<u>44,883.57</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 506,414.67</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY 167-1 DMH DEVELOPMENT
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003

		<u>Current</u>	<u>Balance</u>
140250	INVENTORY EQUIPMENT		
140410	1465.1 DWELLING EQUIP		
140471	1475.1 MGMT OFFICE EQUIP		\$ 345.69
140472	1475.2 MGMT MAINT EQUIP		
140473	1475.3 COMM ROOM EQUIP		
140477	1475.7 MGMT AUTO EQUIP		1,962.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 2,307.69</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY AFFORDABLE HOUSING OPPORTUNITY PROGRAM
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	CASH		
1112	ENTERPRISE # 10227857	<u>\$ 505.13</u>	
	TOTAL CASH		\$ 505.13
	ACCOUNT RECEIVABLE		
1129	ACCOUNT RECV - OTHER	<u> </u>	
	TOTAL ACCOUNT RECEIVABLE		0.00
	DEFERRED CHARGES		
1290	UNDISTRIBUTED CHARGES	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
1404	INVENTORY EQUIPMENT		
140471	1475.1 OFFICE EQUIP.	<u> </u>	
	TOTAL DEVELOPMENT COSTS		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 505.13</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY AFFORDABLE HOUSING OPPORTUNITY PROGRAM
BALANCE SHEET
DECEMBER 31, 2003**

LIABILITY & SURPLUS

	ACCOUNT PAYABLES		
2111	ACCT PAY - OTHER		
2119	ACCT PAY REVOLVING FUND		
2135	ACCRUED COMP ABSENCE	_____	
	TOTAL ACCOUNT PAYABLES		\$ 0.00
	OTHER DEFERRED CREDITS		
2290	UNDISTRIBUTED CREDITS	_____	
	TOTAL OTHER DEFERRED CREDITS		0.00
	SURPLUS		
2590	OPERATING RESERVE		
2700	NET INCOME, - DEFICIT	\$ 505.13	
	TOTAL SURPLUS		505.13
	TOTAL LIABILITIES & SURPLUS		<u>\$ 505.13</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY TOWN HOUSING PROGRAM
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	CASH		
1112	ENTERPRISE # 316202	<u>\$ 22,159.77</u>	
	TOTAL CASH		\$ 22,159.77
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
	OFFSETTING INCOME		
1506	161 LAND		
1507	162 BUILDINGS		
1508	163 EQUIPMENT DWELLING		
1509	164 EQUIPMENT ADMIN		
1515	166 ACCUM DEPRECIATION	<u> </u>	
	TOTAL OFFSETTING INCOME		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 22,159.77</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ 94.00</u>	
	TOTAL ACCOUNT PAYABLE		\$ 94.00
	FIXED LIABILITIES		
2320	TOWN GRANTS	<u> </u>	
	TOTAL FIXED LIABILITIES		0.00
	SURPLUS		
2400	VALUATION FIXED ASSETS		
2590	OPERATING RESERVE		
2700	NET INCOME (DEFICIT)	<u>22,065.77</u>	
	TOTAL SURPLUS		<u>22,065.77</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 22,159.77</u>

SEE ATTACHED COMPILATION REPORT

Parking Clerk

A hearing on any parking violation may be obtained upon the written request of the registered owner of the vehicle, as stated on the parking violation notice.

Year 2003 Fines collected and deposited with the Town Treasurer - \$28,912.00

Parking Ban (Overnight-Inclement Weather) Town By-Law 8.24.010

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street from 12:00 (Midnight) to 6:00 AM. This shall take effect on November First of each year and end on March Thirty-First. (A fine of \$10.00 will be imposed for a violation of this Section).

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street, day or night, when it is snowing or when icy conditions exist. (A fine of \$10.00 will be imposed for a violation of this Section).

Any vehicle, other than one acting in an emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street, may be removed or towed away, at the sole expense of the registered owner of said vehicle, under the authority and direction of the Superintendent of the Department of Public Works to a public garage or any convenient place. The Superintendent of the Department of Public Works shall within a reasonable time, notify the Chief of Police of the removal of any such vehicle and of the place to which it has been removed, and the Chief of Police shall give like notice to the registered owner of the vehicle.

Vehicles so towed away shall be stored in a safe place and restored to the registered owner thereof upon proper identification and full payment, to the Town or to the Keeper of the place of storage, for the expenses incurred in such removal and storage. Inquiries, about vehicles so towed away, shall be made at the Police Station. This allows easy and uninterrupted access for the fire, police, school buses, snowplows, sanders, and other emergency vehicles.

Effective January 2000 unauthorized parking in a designated handicap parking area will carry a violation fine of \$100.00 and parking in a fire lane will carry a violation fine of \$100.00.

TEMPORARY HANDICAPPED PARKING PLACARD/PERMIT. (Town By-Law 8.24.020)

Any motor vehicle bearing a handicapped parking permit, a Temporary Handicapped Parking Placard/Permit, or a motor vehicle Registration Plate designating the vehicle as one used by a handicapped person, shall be authorized to park in a designated handicapped parking space. The Town Clerk may issue a Temporary Handicapped Parking Placard/Permit to any Tewksbury resident upon application and with a supporting letter signed by a licensed physician designating the applicant as physically handicapped. The temporary HANDICAPPED PARKING Placard/Permit shall be issued with an expiration date not to exceed 180 days from the date of issue and shall be displayed so as to be visible through the left portion of the front windshield of any vehicle parked in a designated Handicapped Parking Space. The Temporary Handicapped Parking Placard/Permit will be mutually honored by the Towns of Billerica, Chelmsford, Dracut, Tewksbury, Tyngsboro, Westford, and the City of Lowell. For further information pertaining to the Temporary Handicap Parking Permits please notify the Town Clerk's Office at 978-640-4355.

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk - Parking Clerk

Town Clerk

TOWN STATISTICS

	2003	2002
Population	29,979	29,960
Licenses -		
Dogs	1,671	1,858
Sporting	439	375

FINANCIAL

1/1/2003 - 12/31/2003

Fees to Town Treasurer	\$42,227.52
Dog Fees to Treasurer	18,739.00
Sporting Licenses to State	8,110.50
Parking Fines to Town Treasurer	28,912.90
TOTAL	\$94,006.92

VITAL STATISTICS

	As of 12/31/2003	
	2003	2002
Births	291	323
Marriages	129	140
Deaths	253	260

Chapter 45, Section 15 of the Massachusetts General Laws: The Town Clerk will furnish blanks for the return of Births to parents, householders, physicians and registered hospital medical officers applying therefor.

The Town Clerk holds office hours Monday through Friday from 8:30 a.m. to 4:30 p.m., and Tuesday evenings from 7:00 p.m. to 8:30 p.m.

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk

E911 DISABILITY NOTIFICATION FORM

This notification will provide additional information to the Public Safety Officials so they will be better prepared to serve you.

ALERTING PUBLIC SAFETY OFFICIALS: POLICE, FIRE & AMBULANCE SERVICE

You or any individual residing at your address who communicates over the phone by a TTY and/or has a disability that may hinder evacuation or transport, may request an E911 Disability Notification Form from the Town Clerk's Office by calling 978-640-4355, Monday-Friday, 8:30 AM to 4:30 PM.

PASSPORT AGENCY – TOWN CLERK OFFICE

Town Clerk Elizabeth Carey, Assistant Town Clerk Kathleen Garrant and Sandra Turcotte have successfully completed the requirements of the State Department's Passport Application Acceptance Program.

The Town Clerk's Office is offering the Passport Service Monday through Friday, 9:00 AM to 3:00 PM at the Town Hall, 1009 Main Street.

Veterans' Services

OFFICE HOURS ARE MONDAY THROUGH FRIDAY
8:00AM - 4:30PM

The Veterans' Services Department has again been active in helping the town's veterans. They have provided financial support to those veterans needing assistance, and administrative support interpreting and filling out the sometimes complex federal and state veteran's forms. In 2003 the Federal Government (VA) expanded veteran's benefits, offering a wider range of prescriptions and medical care to the veterans. This greatly increased the number of veterans applying for State and VA Hospital services. On the state level, your Veterans Service Officer, as a member of the MVSOA, which has worked hard to get legislation passed, improved the definition of a veteran and securing better benefits for veterans. This Veterans Service Officer attends monthly meetings of the American Legion, Disabled American Veterans and Veterans of Foreign Wars, and handed out a book by the Secretary of the Commonwealth William F. Galvin (Veterans' Laws and Benefits). The Veterans Service Officer has represented the Town at several patriotic functions, Veterans Day and Memorial Day.

The Department of Veterans Services continues to offer to the veterans and his dependents, or the widows of veterans, services in a wide range of categories; such as:

VA Pension	Grave Markers
Hospitalization (in and out patient)	Social Security Assistance
Burial Allowance	Disability Assistance
Drug & Alcohol Treatment	Industrial Accident Cases
Educational & Vocational Training	Retirement Matters
Copies of Discharges (DD214)	Military Records

The Department of Veterans' Services does not stand alone in serving the Town's veterans, but works with the other Veterans' and Fraternal Organizations of the Town. I would like to thank them all for their time, efforts and contributions. Special thanks should also go to the Town Manager, Board of Selectmen and other Town Departments for their help in making this a Town where the veteran is well served

Respectfully submitted,
James F. Williams
Director, Veterans' Services

Public Works

In the year 2003, there were many improvements made to the streets in town in keeping with our pavement management program. We have also completed several projects in town as well as our on-going sewer project. At this time, I would like to take the opportunity to ask all residents to welcome the new Superintendent, Toma Duhani, P.E. to the D.P.W. He will begin his new endeavor beginning January 1, 2004.

The following are additional accomplishments of the DPW and staffing:

<u>Administration</u>	<u>Service Date</u>		
William R. Burris, Jr., Superintendent	1978	Robert Nolan	1986
Linda Monahan	1983	Kevin Conlon	1984
Sue Patterson	2001	Michael Peters	1987
		Kenneth Layne	2001
		Stephen VonKahle	2000
<u>Highways</u>		<u>Water/Sewer</u>	
Robert Belida	1983	William Wilkinson	1966
Lawrence Kane	1984	George DeRoche	1972
Ernest Lightfoot	1972	Richard Westaway	1972
James Lightfoot	1984	Jack Ward	1984
Richard Stoddard	1982	Brian Gath	1985
Timothy Stronach	1985	Kenneth Chandler	1998
Michael Peters	1987		
Bernard Marion	2000		
Louis Marion	2002		
<u>Vehicle Maintenance</u>		<u>Water Treatment Plant</u>	
Royal Hudson	1986	Lewis Zediana	1988
Larry Gilbert	2001	Ed Viewig	1988
Mark Wood	2002	John Salerno	1989
		Michael Donovan	1994
		Erik Gitschier	1999
		Robert Minor	1999
		Frank Giannetti	1985
		Matt Hirtle	2002
<u>Parks/Tree</u>			
William Chandler	1976		
Connie Barry	1984		

Streets Paved

162 feet on Whipple, 419 feet Chandler Street, 462 feet on Kendall Road, 1,209 feet on Lancaster Drive, 1,280 feet on Shawsheen Steet, 1,101 feet on Pinnacle Street and 469 ' on Maple Street.

Street Sweeper

All streets were swept in the South Section, East Section Center Section, North Section and West Section as well as all schools and municipal areas throughout town.

Streets that were graded:

Saville Street, Dalton Street, Carver Street, Old Stagecoach Road, Corbett Street, Rosewood Ave, Erica Lane, Dock Street, a section of Florida Road, Johnson Road, Rice Road, Ellis Ave, Shawsheen Ave, Martel Lane and Taft Road.

Catch Basins repaired:

112 Florence Ave, 1380 Whipple Road, 4 Campbell Circle, 41 Clever Land, 850 & 901 Old Shawsheen Street, 5 Vernon Stret, 100 Redgate Road, 28 Adams Street, 61 Briarwood Road, 60 Navillus Road, 25 Oxford Rd., (manhohle), 94/95 Leighton Lane, 889 Cinnamon Circle, 21 Sycamore Drive, 33 Tomahawk Drive, 7 Leary Drive, intersection of East Street and Chandler Street Chandler Street by Rte 38 Main Street, 82 Mt. Joy and 10 Greylock Road. Pending Basin Repairs: 39 Bradford Road.

Catch Basins/Pipes Insatalled

31 Devonshire Road, 208 Whipple Road, (150' of plastic pipe w/basin), intersection of Beech Street and Cooldige Street, 1424 Shawsheen Street, 12 Oakland Ave, Pine Street at DPW, 56 Michigan Road, DPW leaching basin, 104 Arkansas Road and 17 Rogers Street.

Berm Installed:

655 Whipple Road, 14 Hood Road, 976 South Street, 555 South Street, 140 Eastgate Road, 8 Caoyga Road, 6 Crest Road, 354 North Street, Trullbrook Lane, 80 Evergreen Road, 50 Kennedy Road, 101 Meridith Road, 30 Spaulding Court, North Street School, Livingston Street Recreation Area.

Catch Basins/Manholes Cleaned:

152 structures cleaned as of Fall 2003. (note: private contract limited w/new Jet-Vac truck purchase)

Traffic/Street Signs & Lines:

52 traffic signs were repaired throughout the town, 73 new traffic signs and post were installed, 18 traffic dilineaters, South & East Sections of town had 12 crosswalks painted, 23 crosswalks painted in the Center Section, the North Section had 18 croswalks painted. There were also 56 Stop Lines painted. Linestriping as done on 28 streets in Tewksbury.

Special Projects (carpentry, masonry, manpower requests):

Additional material enclosed constructed at the DPW along with salt shed repairs. The Town Hall Annex outdoor covered mailbox project, Town Message Board upgrade, weekly inspection of beaver-related problems.

Services, equipment and manpower rendered to the following agencies:

Town Manager's Office, Board of Selectmen's Office, Town Clerk's Office, Police Department detective bureau, Fire/Civil Defense, Assessor;s Office, Administrative Services Office, Treasurer's Office, Collector's Office, Media Specialist, Water Treatment Plant, Patten Library, Board of Health Director's Office, Community Development Office, Building Commissioner's Office, Senior Center, Housing Authority, School Department, DPW Superintendent's Office and DPW hallway renovations.

A special best wishes to William Burris who retired in December, 2003. "Good Luck" from all of us.

Vehicles Maintained

Police
Dog Officer
Civil Defense
Auxiliary Police
Community Action Committee

Christmas Trees Recycled	232
Recycling Bins Sold	200
Oil Recycled	2,356

In closing, I would like to thank the entire Public Works Staff for their continued efforts and support to provide the best services to the residents of the Town of Tewksbury.

Respectfully submitted,
William R. Burris, Jr.,
Superintendent of Public Works

COMMUNITY ACTIVITIES

*Library Trustees
Recycling Committee*

Council on Aging

*Recreation Department
Historical Commission*

Library Trustees



Board of Library Trustees 2003-2004

Mary MacDonald, Chairman

Warren Carey

Joan Dunlevy

Brenda Orio

Janet Sutton

Karen Lu (*resigned, July, 2003*)

Mark O'Connor (*appointed, September, 2003*)

Does anybody read books anymore? In the Internet age, why do people still use bricks-and-mortar public libraries?

Tewksbury residents use the library for the traditional reason: reading books. More than 80% of our total circulation in 2003 came from the loan of books and magazines. The library supplies board books and picture books for toddlers, large print books for our seniors, and books for every age group in between. Our readers enjoy access to best-selling fiction and non-fiction. Mysteries have been separated from the general fiction collection, and have an avid following. Do-it-yourself books, self-help books, resume preparation and financial planning are subjects showing increased use recently. For an overview of library activity during 2003, check out the statistics summary located at the end of this article.

Regular story hours introduce children --- from infants and toddler groups to preschool and school age--- to books and reading. And what would summer be without the weekly programs and special presentations that accompany the summer reading club activities? Monthly book discussion groups for both children and adults give readers the opportunity to develop critical thinking skills.

Since moving into the "new" building in 1999, we have hosted annual author series, inviting well-known writers to discuss their craft. In 2003, Anita Diamant, author of the critically acclaimed The Red Tent, had a standing-room-only crowd spellbound as she read from her most recent novel, Good Harbor. Later in the year, Boston Red Sox chronicler Bill Nowlin discussed his biography of the legendary Ted Williams. Last summer, a large audience of teens participated in a series of writing workshops conducted by author Peggy Rambach. We suspect that many local residents who listened to last year's presentation by Andre Dubus are eagerly awaiting the release of the major motion picture based on his novel, The House of Sand and Fog. The series continues in 2004 with an appearance scheduled for October by author Jodi Picoult.

As we prepare to celebrate the fifth anniversary of the opening of the public library, we are faced with the challenge of maintaining currency in our collections, services, and equipment. This challenge is difficult during the current economic climate. The municipal appropriation for the current year (Fiscal 2004) shows a reduction of more than \$74,000 from last year's budget. Four full-time staff positions have been lost to retirements or layoffs.

To date, the library's hours of operation have remained intact, which allows us to maintain our accreditation status as certified by the Massachusetts Board of Library Commissioners. Certification provides numerous benefits. Financially, the Town benefits

from certification through direct State Aid to Public Libraries. The library itself benefits since accredited libraries are allowed to participate in numerous cost-saving cooperative purchasing initiatives. The inter-library loan system and daily courier services between libraries are benefits available based on accreditation status. Residents benefit since library users from accredited communities can use their library cards interchangeably at other Massachusetts public libraries. Loss of accreditation means that Tewksbury residents would no longer be able to borrow materials from other public libraries. Reciprocity exists only between libraries certified as meeting the Minimum Standards established by the Commonwealth's Library Commissioners, including hours of operation (based on population) and level of financial support.

To supplement the three million dollar bond issue that taxpayers voted for the construction of the building (with a current balance of \$2,216,000) the construction project was funded with grants and private donations. The library's staff members continue to actively pursue alternative funding sources for special purchases and programs. One example is our recent computer upgrade.

The first phase of a major upgrade to the public library's technology infrastructure was implemented during 2003, under a component of the Trustees' five-year strategic plan. Replacing the building's original 1999 equipment, twenty-five public access workstations were installed using gift funds from our generous benefactors. These computers provide access to the library's on-line catalog, as well as to the Internet, word processing and other applications, and a wealth of electronic databases and reference resources. During 2003, the computers on the library's second floor were used more than 10,000 times by adults and teens. The rate of computer use for adults rose from 200 per week to 250 per week following the hardware upgrade.

Public access to high speed Internet is provided free of charge courtesy of Comcast. In addition to using the library's workstations, patrons are able to bring in their personal laptops for Internet access on the second floor.

As another component of the Technology Plan, one-on-one computer instruction is now available during certain hours. Interested adults can obtain information on this service from Reference Librarian Christine Goodchild.

Internet workstations in the Children's Room were replaced through a grant from the Bill and Melinda Gates Foundation. The Gates Foundation also provided a number of high quality, and well-used, computer applications for children.

Library users with Internet access can place their own requests for library materials and view their accounts. Library holdings can be viewed through the consortium's on-line catalog. Overdue notices and reserve notices can be sent via e-mail, giving the library user more rapid notifications and saving postage costs for the Town. Between MVLC's web-site (www.mvlc.org) and the library's own frequently updated web-site, www.tewksburypl.org, local residents can find information about the library and its resources, including events for children and adults, important notices and library news. From our Reference Department's page, library users can e-mail questions to the Reference Desk or access on-line Reference Help 24/7 through our affiliates. Also from the Reference Department's web page, local teachers can send us a Homework Alert that allows us to gather appropriate resources for school assignments.

From the Children's Room's web page, schedules for story hours, craft programs, book discussion groups and other activities and resources can be easily accessed. As a result of patron requests, evening programs have been added in the Children's Room. Occasional Saturday programs are held throughout the school year.

Our Teen Page offers Homework Help, College Resources, and information about programs and services, which are coordinated by Elizabeth Berlik. Several workshops for teens have been conducted during the past year, supported by grant funding from the Tewksbury Cultural Council and the Friends of the Library. Suggestions for teen programs are always appreciated.

New materials at the library are processed through our Technical Services Department. From our web-page, click on the link, [New Materials](#) to review recent acquisitions. Our Circulation Desk is represented on the site with library registration and use guidelines, information about our museum pass program, hours of service and directions, and other general information.

We appreciate the efforts of all members of the library staff who are responsible for the actual delivery of library services.

Library Director	Elisabeth Desmarais
Reference Librarians	Elizabeth Berlik
	Christine Lower Goodchild
Technical Services Librarian	Leah Weinryb Grosгал
Children's Librarian	Noelle Couture
Children's Specialist	Karen Grasso
Technology Specialist	Joyce Salvato
Executive Secretary	Mary Toombs

and the members of our support staff:

Judy Bangs	Heather MacLeod
Marilyn Fowler	Jamie Lightfoot
Gail Holland	Jennifer Newton
Mary Kutcher	Joanne Toppin

Our front desk employees are our greatest source of strength. We deeply appreciate their unflagging devotion to their jobs and their enthusiastic promotion of books and reading. The library trustees extend our best wishes to Mary Kutcher, who retired on December 31, 2003 after fifteen years of dedicated service.

John Crowe provides custodial and maintenance services at the public library. Our evening maintenance worker is Eric Rose. We would also like to express our appreciation to our high school pages.

During the past year, the trustees have researched the implications of the Patriot Act and the Children's Internet Protection Act and the effects of these two pieces of federal legislation on the privacy rights of library users. At the present time, the library's computers are not filtered. However, library staff members enforce our Internet Access policies, which are available on the library's web site. Our long-range planning process will continue to provide the strategic and tactical guidelines for providing optimum services and resources for the Town's residents.

The Library Trustees invite local residents to attend our monthly meetings. Dates and times are posted on the library's web-page (click the link, [Trustees](#).) At these meetings, the six elected Trustees deal with policies and goals for the library. The trustees encourage local residents to "read more in 2004" and to make use of the library's collections, services, and special programs

Library Hours:

Monday - Thursday	9 a.m. - 9 p.m.	
Friday & Saturday	9 a.m. - 5 p.m.	
Telephone	978.640.4490	
	Circulation	ext. 202
	Reference	ext. 207
	Children's Room	ext. 204
Web-sites	www.tewksburypl.org	
	www.mvlc.org	

At A Glance

Collection size	80,634
FY 2003 total expenditures	\$993,230
State Aid received	\$29,367
Spent on books & other materials	\$136,140
Number of registered borrowers	25,120
Number of items checked out in 2002	198,462
Reference questions answered	11,675
Attendance FY 2003 (<i>counted</i>)	176,800
Attendance FY 2002 (<i>estimated</i>)	150,000
Number of children's programs	254
Attendance at children's programs	4,877

Council On Aging

“For Auld Lang Syne”

As the clock struck midnight on New Years Eve, many of our Tewksbury Senior Citizens were among those around the world singing Auld Lang Syne...reminiscing found memories and friendships of the past and present and looking toward the days ahead with “vim ‘n vigor”. So began 2003...a year that would prove to bring challenges, successes, loses, disappointments, and revival.

In February, the Council on Aging and Friends of the Elderly celebrated Valentines Day honoring 16 Tewksbury couples who had reached their 50th wedding anniversary. Tribute was also paid to the additional 8 couples who had been guests in previously years. This recognition was a testament to longevity and to the fact that the elderly are the fastest growing segment of our nation’s population.

Statistics show that a shift in demographics has brought about changes in our society. The Administration on Aging reports that since 1990, the percent of Americans over 65 has tripled with the 85 and over group growing the fastest. An indication of how times and “ages” are changing can be seen from a study of Americans done by the city of Albuquerque in 2002. As reported: “A baby boomer, a member of the post World War II generation that now makes up one third of all the United States population, will turn 50 years old every seven (7) seconds for the next 15 years.”

A recent Master Plan study for Tewksbury showed that the town’s elderly population over the last decade increased by 746 people at an unusually high rate of 22.5% and mainly among those persons 75-84 years of age.

Projected increases calculated from the current town census show us that in six years, 2010, the elderly population will have increased by 50%; and, in ten years, 2016, this population will have doubled. With the completion of 55+ housing units such as Stonebury and Emerald Court, the calculations below will plug in a year or two earlier.

Year	Increase of Residents turning 60	New elder population figure	1% death rate factor	Projected Elder Population
2003	318	4,718	47	4,671
2004	282	5,000	50	4,950
2005	355	5,355	54	5,301
2006	420	5,775	58	5,717
2007	345	6,120	61	6,059
2008	371	6,491	65	6,426
2009	343	6,824	68	6,756
2010	364	7,188	72	7,116 *
2011	423	7,611	76	7,535
2012	374	7,985	80	7,905
2013	432	8,417	84	8,333
2014	430	8,847	88	8,759
2015	492	9,339	93	9,246
2016	452	9,791	98	9,693 *

In the years ahead, the field of Gerontology will be wide open and Senior Centers will take a leading roll in the community.

The average daily participation at the Senior Center is 155. This figure does not include any large gathering. Considering at least one large gathering per week, it is estimated that there are 1,000+ people passing through the doors of the Senior Center each week. These figures indicate a 12% increase from the calculations done back in 1996 when plans for expansion began. At random, we pulled attendance data from our STAR tracking program and from July 1 to October 1, 2003 we found that seventy (70) new participants registered at the Senior Center. As COA member Mark Wood stated: “Other than the schools, there is no other Town building that has this type of traffic”.

The recorded number of service units rendered to our elderly through the Senior Center was 34,509. There were 14,700 congregate and meals on wheels served. Telephone contacts numbered 14,910. The number of people providing services were: 3 town employees; 12 contractual instructors; 2 part-time grant funded employees; 7 nutrition project staff; 1 Elder Services Senior Aide; 1 Community Teamwork Senior Companion; 11 volunteer supervisors; 12 volunteer receptionists; and, approximately 123 volunteers. Volunteer donated 25,960 hours in 2003.

In addition to the 53 programs offered at the Senior Center, the following events were held in 2003: 10 monthly dinner dances; 2 Christmas dinners; 7 breakfast benefits (with proceeds from two benefits donated to the Food Pantry and towards the purchase of useful items for our Tewksbury rooted service men and woman in Iraq); 4 public meals; 3 yard sales one of which benefited the Senior Citizen's Memorial Day Parade Floats; and, an Annual Tea, Art Show, Golf Tournament and Fair. Our Seniors also manned the monthly recycling day at the DPW in the good weather months.

The Council is pleased to report that its Senior Citizen band is now turning into a full orchestra. There are now eleven musicians in the orchestra and we have been blessed with the direction of Roger Whittlesey who recently retired from the School Department. Our Senior Citizen softball team is still going strong. It meets twice a week from May through the end of September at Livingston Field, and at the fields in Sudbury and Worcester.

The Senior Center was used on two occasions as an emergency shelter during the year. It is a polling site during elections. It was also the location for presentations and meetings of the Historic Society, the Tewksbury Community of Artists, the Tewksbury Garden Club, the Piecemakers, the Golden Age Club and is a host site for the Board of Health Public Nurse and its Flu Vaccine Clinics.

In June of 2003, the Council on Aging conducted a survey and needs assessment study which was funded by a State COA Formula Grant. The survey was mailed to the 9,000 homes in Tewksbury. The response was above average at 13%. Out of the 1,196 residents who replied 8.4% were elderly (60+) and 4.8% were non-elderly.

The main concerns among respondents were: health matters 625 (52%); medical costs 535 (45%); and, finances 383 (32%). Areas where interest was sought were: support groups 482 (40%); assistance programs 342 (29%); pre-retirement seminars 244 (20%); and, a Friendly Visitor and/or Telephone Reassurance programs.

The COA continues to addresses many of these areas as it assists the elderly with applications for fuel assistance, tax assistance and referrals. Seminars on health and insurance matters were held in 2003 and will be held again during the open enrollment of 2004. Our Public Nurse and several other agencies provided health and well being seminars on the topics of cancer, diabetes and related health issues.

During the holiday season, the Merrimack Valley Hospice Program held a bereavement support group at the Senior Center. A Friendly Visitor Program and a Telephone Reassurance Program were developed and will be initiated early in 2004. However, the department's efforts were limited due to the lack of available space and time slots. Hence, we were faced with yet another year in the dilemma of meeting those unmet needs of our elderly. Among these needs is the need for support groups for those facing the hardships of Alzheimer's, Parkinson's and Huntington's Disease, Stroke, and for those who are caregivers. The Council could not add any additional programs in art, exercise, writing, music, etc. The list of interests and unmet needs is endless.

In October, the efforts of the Senior Center Building Committee, COA, its staff and many of our Senior Citizens came to fruition as the Senior Center Expansion project came before several public meetings, Special Town Meeting and a Special Election. Unfortunately, as we all know, the proposal was defeated by 85 votes. This was a disappointment to many and a disheartening factor in the delivery of services for our elderly.

As we stand in the present, our Senior Center facility is inadequate for all of work and projects that are undertaken and for all of the services which are to be rendered. There are two administrative offices both measuring 12 x 17. The Director's office is shared with the Administrative Secretary and the other office is shared by three positions: the Activities Coordinator, Volunteer Coordinator and the Senior Aide. The Town Nurse shares an 8x8 office/kitchen supply room with the VNA Nurse, Podiatrist, the Tax Assistant, SHINE Counselor and the Golden Age Club President. Our one crafts room does not handle any more than 15 people comfortably and many of our exercise classes are overcrowded. Parking is a problem as is the deplorable condition of our parking lot. Likewise, as you will see if you visit the Senior Center, storage is a major issue in every room. It has taken over space in the hallway, the lobby and the open closets in the main hall. We now have 3 overloaded sheds, one for medical equipment, the second for election equipment and the third for maintenance equipment.

As we meet the future, we are unprepared. We are not ready for the "tidal wave" as described by Building Committee and COA member Joel Deputat. The demands of the future will be two fold. People are living well into their 90s and early 100's. Delivering home services to this group will be paramount. On the other hand, concentration on the new, younger Senior Citizen

will present challenges. This sector is evolving into a “keep busy/keep healthy” generation. Their interests appear to lie in health maintenance, technology, education, community involvement and travel.

The Building Committee is now looking to cut the cost of its expansion project from that of \$6.2 million to a figure under \$5 million...a difficult task. The original blue print was fashioned after the needs of the present and future population. After much debate, the committee reduced the size from 34,000 square feet to that of 24,000. So, it's back to the drawing board for another cut to answer the voice of the people. At this time, it is unclear when an amended proposal will go before the community for another vote.

In closing, a note of thanks is extended to all those Town departments, agencies, and citizens who have helped the Council on Aging in its mission of serving our elders. We thank all of you who supported the Expansion Project in October 2003 and we ask that ALL residents take a closer look at the needs of our elderly. We encourage you to visit the Senior Center and learn first hand the scope of what we speak...and we ask for your support...for Auld Lang Syne by taking a cup of kindness, yet...for Auld Lang Syne and for our elderly; and, by voting in favor of the Senior Center Expansion Proposal when it comes before us in the future.

Respectfully submitted:
Linda Brabant, Director

Council Members

Norman DeMarais, Chairman
Joanne Aldrich, Vice Chairman
Bernice Sprague, Treasurer
Phyllis Gibson, Clerk
Warren Hupper
Joel Deputat
M. Peg Keefe
Mark Wood
Rose McKenna
Marie Durgan
Joan Unger

Alternate Members

Carolyn French
Muriel Gifford
Lorene Patch

COA Staff

Linda Brabant
Carol A. Hazel
Robert Noel
Sandy Geddry
Dee Wallace
Barbara Ward

Building Committee Members

Kevin Anderson, Selectman/ex-officio
David G. Cressman, Town Manager
Thomas Cooke, Finance Committee
Joel Deputat, COA Member
Robert Scarano, Friends of the Elderly
Linda Brabant, COA Director
Matthew Hakala, Resident
Carolyn French, Resident
Bill Wareham, Resident
Charles Coldwell, Selectman
Tara Coalkey, ex-officio member

Recreation Department

Each year we try to expand programs and activities for the residents of Tewksbury. This year we offered trips to New York City, Penn Dutch/Gettysburg, Prince Edward Island & New Brunswick and a 13 day cruise to Alaska.

We also took 50 people to Baltimore for a Red Sox game at Camden Yards. Everyone had a great time despite the rain.

Again in July we took two buses filled with Red Sox fans for another fun filled day at Yankee Stadium.

Livingston Street

Summer seemed to fly by as we kept the children enrolled in our summer program busy for eight weeks with activities and field trips. This year we offered archery which everyone enjoyed. We were amazed at the number of bull's-eyes the children got. The children also got to try their hand at Tennis as we were fortunate enough to hire a new counselor with Tennis experience. The children were lined up at the fence waiting for their turn. During the rainy days, we brought out the Karaoke machine and the children entertained us with their talents. Who knows, maybe some day one of them will be on American Idol! This summer also brought us out to Springfield, MA where some of the children visited the Basketball Hall of Fame. Of course, we also visited the old time favorites like Water Country, Canobie Lake, Good Times Arcade, Duck Tours and Cosmic Bowling.

This summer in conjunction with the Board of Health, a program on sun safety was implemented. Each day the UV rays were posted and all the children received a hat for protection from the sun.

We held our end of the year cookout, which was attended by all three camps. A DJ provided music while the children played on rides, participated in games and had their faces painted by the counselors. As always, the campers' talent show was a great success.

Also, a Junior Golf clinic for children ages 5-11 was offered during the summer.

It is again our hope to continuously improve programs to offer the children a variety of fun and safe activities.

Heath Brook Program

New this year was a six week extended day program for children ages 4 ½ to 6. It ran for 6 weeks at the Heath Brook School from 8 AM – 5 PM.

We also offer two three weeks sessions from 9 AM – 12 (noon). Each week had a different theme in which the children participated in activities related to the theme of the week. The children also participated in activities such as arts and crafts, games, playground fun, water games and much more. They had a lot of fun when they visited the Police and Fire Station, the Southwick Zoo, and library. The program was again a great success.

School Vacation

We held our extended day program during February, April and December vacations. Children ages 7-13 participated in a variety of field trips; including Good Times Arcade, Nashoba Valley snow tubing, and Cosmic Bowling to name a few. The children also had fun doing arts and crafts and playing games at the Recreation Department. Fun was had by all, children and chaperones alike.

Snow Days

We have a snow day program in place for when school is cancelled due to snow or inclement weather. Since we implemented this program three years ago, we have not had any cancellations; this year could be a different story. We open the Rec. Center from 8 AM – 5 PM. Please contact the Recreation Department for more details.

Extended Day Program

The summer extended day program ran in conjunction with the summer program at Livingston Street. The program ran from 8 AM – 5 PM to help working parents during the summer and vacation periods. The program is held at the Recreation Department and was a big success.

Nashoba Valley Ski Program

New this year was a six week after school program in January, which includes a one hour lesson plus an hour of free skiing.

Camp Pohelo

The Exceptional Children's Program provides recreational opportunities to Tewksbury residents ages three (3) to twenty-one (21) that have an active IEP. It is a six week summer day program that is held at the Loella Dewing School and runs from 9 AM – 2 PM. The children participate in a variety of activities including games, swimming sessions at Shawsheen Tech, arts and crafts, and athletics. The children also visited the Southwick Zoo had a tour of Fenway Park, weekly trips to the movies and went bowling.

A six week bowling program is offered on Saturdays in the months of January and February. The children are transported to these activities by a school bus.

Teen Center

The Teen Center is open for children in grades 7 and up on Mondays, Tuesdays, and Thursdays from 2:00 PM to 7:00 PM and on Fridays from 2:00 PM – 10:00 PM. The center is also open to children in grade 6 on Monday and Tuesday 2:00 PM – 7:00 PM and on Fridays 2:00 PM – 8:00 PM. All hours are subject to change depending on participation. The Teen Center provides a safe, supervised place for teens to socialize with their friends while playing pool, air hockey, fooseball and more. The Teen Center operates mainly on volunteer help and we are always looking for volunteers, if you are interested please contact the Recreation Department at 978-640-4460.

The Teen Center Haunted House and Family Hayride had a successful year. These events are the Teen Center's major fundraisers, to support the Teen Center throughout the year.

Family Recreation

On Wednesday night during the summer, we held the concerts on the common from 6:00 PM – 8:00 PM. Many talented musicians performed.

Wednesday night was also family movie night. A big screen was set up in the softball field on Livingston Street; families brought their blankets and watched the movies under the stars.

Our Father/Daughter Valentine Dance, ages 4-11, was a huge success and we are looking forward to this year's event.

Many families participated in our Safe Halloween. Children who wore costumes were treated to a bag of goodies while having fun on the rides.

Adult Recreation

Many adults joined us during the vacation weeks for our trips to the Fleet Center. We also offered trips to Foxwood and Mohegan Sun. During the summer, some adults enjoyed a trip to Baily's Island, with a stop in Freeport, Maine.

Basketball/Tennis Courts

The basketball/tennis courts were full of activity throughout the spring and fall. The area consists of 2 full size tennis courts and 2 full size basketball courts.

Skate Park

The skate park was busy again this year. The skate park will open for the season in April (weather permitting).

Patriotic Committee

The Memorial Day Parade will take place this year on Monday May 31, 2004. Anyone wishing to lend a hand or participate in the parade should notify the Recreation Department.

Fourth of July has all day activities for the whole family. This year's activities will take place on Sunday July 4, 2004, at Livingston Street Park. Watch channel 10 for a list of the day's activities.

Recreation Department Offerings

1. Showcase Cinema discount tickets (Lowell, Lawrence, and Woburn) \$6.00
2. Nashoba Valley discount ski tickets
3. Water Country discount tickets
4. Limited amount of Town T-shirts, long sleeve mock neck shirts, sweatshirts, custom baseball hats and winter hats on sale.

Summary

We had another great year, with many opportunities for growth and successes for the Recreation Department. We look forward to continued success and expanded services in the year ahead. Remember to watch channel 10 for up coming Recreation news or check out our web site at www.tewksburyrec.com.

Roy Patterson
Recreation Director

Recycling Committee

Environmental Day

On May 17th and October 18th environmental recycle days were held at the DPW. Metals, car batteries, oil, hazardous waste, air conditioners, CRTs, and propane tanks were collected. The two days were considered successful, with an average of about 350 cars per day.

Monthly Collections

On the third Saturday of each month, many materials are collected at the DPW. These items include: Oil, sheetrock, CRTs, and fluorescent light bulbs.

Fourth and Fifth Annual Tidy-Up Tewksbury Days

In the spring, the Committee invited the Community to help clean up an area of Town; in this instance, the corner of Whipple Rd. and Pond St. In the fall, the Community was invited to cleanup the area located at the corner of Main St. and Shawsheen St. In both cases, more than 50 people showed up to help clean up the trash found on the roads and in waterways in our town.

Scholarship Award

Two \$500.00 scholarships were given to graduating seniors at the Tewksbury High School in the name of the Tewksbury Recycling Committee and BFI.

Recycling in Schools

The Committee replaced more than 50 bins that were lost at both the Dewing School and the new John Wynn Middle School in the hope of increasing the recycling being done at each school.

Budgetary Allowances

The Committee purchased or created:

- (1) Coolers for our new incentive recycling program
- (2) Movies for TV in library
- (3) Prizes for Space Day
- (4) Promotional pens
- (5) Attendance at various workshops and seminars

Annual Recycling Flea Market

We had two scheduled Recycling Flea Market Days this year, one in the summer and one in the fall. This allowed people to "recycle" material in the old "one person's junk is another person's treasure" adage.

Collecting Recyclables:

The Committee collected bottles and cans from two major events this summer: Space Day and the Fourth of July. The Committee collected over 300 bottles/cans at Space Day and over 600 water bottles alone on the Fourth of July. Hats off to Marcy Rizzo for leading this group, as both days were extremely hot!

Recycling Coordinator

It is unfortunate that we lost our recycling coordinator, Courtney Benedict, this year. The state allocated its money elsewhere and Courtney was unable to continue in the position. It was a definite loss for Tewksbury.

Newspaper Articles

The Committee submits monthly articles to the Tewksbury Advocate to let the residents know what is going on concerning recycling and what is being done to promote it. We hope these articles have been informative.

New House Test Project

Committee member Marcie Rizzo, with the assistance of other members, continued the New House Test program, a program designed to provide new owners with recycling bins and informational packets, throughout the year. *

***Recycling Bins:**

The state has stopped its grant program, allowing towns to purchase recycling bins at a reasonable rate. Sandy Barbeau has placed an order through the state grant department for 5,000 recycling stickers that can be placed on a container of choice and used for recyclables.

Festival of Trees

The Committee purchased a live fir tree and decorated it with ornaments made from recycled materials. Each year the tree is donated to a municipal department for planting in the spring.

Mercury Exchange

The mercury thermometer exchange program continued this year. Residents are able to take their mercury thermometers to the Selectmen's Office, Town Hall, Monday through Friday 8:30 a. m. to 4:30 p. m. and exchange it for a digital thermometer. For your convenience, thermostats containing mercury are also collected for proper disposal but not for exchange.

Current Projects Under Construction

- (1) Improving recycling in all schools in the Tewksbury school system
- (2) Rewards Program – designed to "reward" people who recycle
- (3) 4th Annual Flea Market- Saturday, April 24th
- (4) 6th Annual Tidy-Up Tewksbury Day
- (5) E-Day – bigger and better!!!

I would like to take this opportunity to thank the members of the Recycling Committee for their dedication and hard work and the Committee would like to thank the residents of Tewksbury who take the time to recycle and urge other residents to participate in this worthwhile program.

Kristina Rogers
Chairman
Tewksbury Recycling Committee

Historical Commission

The Tewksbury Historical Commission is established by Massachusetts General Laws as accepted by Town Meeting. Its duties are directed toward the purpose of "preservation, protection and development of the historical or archeological assets" of the town of Tewksbury. Since the Commission's last reporting, it has begun operations with the increased seven member composition recently voted by Town Meeting. The Commission looks forward to putting these extra hands to good use on new projects which will help safeguard and promote appreciation of Tewksbury's rich heritage. During the past year, the Commission fulfilled its responsibilities under the Town's Demolition Delay By-Law, reviewing eight applications. The Commission also provided input to the Tewksbury Planning Board's current efforts to develop a Master Plan for the Town, and is currently working with the State Archeologist and Town Engineering Consultants to protect Native American sites which may be located within the Sewer Expansion Program construction areas.

The Commission also coordinates with the Tewksbury Historical Society, a non-Profit corporation which has grown to more than fifty members, and sponsors speaking and educational programs throughout the year. Recent topics included "Tom Sawyer, Gentleman Farmer" presented by Warren Carey and a discussion of local Native American history presented by Gene Winter and Dave Marcus. The Society organizes Charter Day Activities every December 27". It is also making program in assembling and cataloguing photographs, documents and other historical artifacts with a Tewksbury connection. Anyone wishing to donate or display these kinds of articles or who is interested in joining or learning about its events schedule can visit it's web site at www.tewksburyhistoricalsociety.org or call Sandra Mouser at 978-851-4966, Beverly Bennett at 978-851-6628, or Dave Marcus at 978-388-7262. The Historical Commission would also appreciate being contacted about preservation issues including any Historical or Archeological asset which may be threatened or unknown to us. The Commission can be reached by calling Chairman James J. Gaffney, III at 978-640-0200 or contacting one of the other members.

Respectfully Submitted,
THE TEWKSBURY HISTORICAL COMMISSION

James J. Gaffney, III, Chairman
Beverly Bennett, Vice Chairwoman
Eileen McDonagh, Secretary

Warren Carey, Town Historian
Raymond Paczkowski
Doug Sears
Keith Rauseo

SAFETY

Fire Department

Police Department

Fire Department

FIRE DEPARTMENT ROSTER-2003

Fire Chief:	*Thomas Ryan	1972			*Dale Lawrie	2000
					*David Levy Jr.	1997
Deputy Chief:	*George Yost	1976			Robert Little	1984
					*Christina Merrill	2003
Captains:	Robert A. Fowler	1970			*Stephen Powers	1982
	*Michael Hazel	1988			*Alan Rosemond	1989
	*Richard Mackey	1979			Kenneth Sandberg	2003
	*James P. Ryan	1975			*Daniel J. Sitar	1987
					*Daniel Small	1988
Lieutenants:					*Steven Spencer	2002
	John W. Burris	1972			*Vance Vonkahle	1987
	*Robert Calistro	1988				
	*Michael Callahan	1989		*EMT		
	*Donald Greer	1986				
	*Scott Keddie	1987		Secretary:	Susan Perry	2002
	*Gary Kerr	1988				
	*David Levy Sr.	1973		Retired:	Stephen Cotugno	10/06/2003
	*Russell McGlaufflin	1989			*John Lightfoot	12/31/2003
	*Timothy Niven	1985			*John O'Neill	10/05/2003
	*Michael Sitar Jr.	1984				
	*Albert Vasas	1989				
	*Jon Viscione	1985				
Firefighters:						
	*Scott Austin	2003				
	*Patrick Brothers	1995				
	*William Brothers	1997				
	*James Bruce	1995				
	*David Carney	1995				
	*Joseph Dogherty	1986				
	*Patrick Doherty	1997				
	*Oscar Forero	1985				
	*Joseph C. Fortunato	2001				
	*James A. Giasullo	1988				
	*Jeffrey Giasullo	1995				
	*Joseph Gillis	1997				
	*William Gosse	1998				
	Russell Gourley	1971				
	*Paul Guttadauro	1994				
	*Richard Hamm	1987				
	*Timothy Holden	1994				
	*Brian Hurley	1989				
	*David Karlberg	2001				
	*Joseph Kearns	1995				

FIRE DEPARTMENT ACTIVITY REPORT 2003

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
AMBULANCE	181	165	149	156	160	221	173	175	159	177	166	190	2,072
ASSIST AMB.	135	126	114	123	127	165	134	137	114	129	111	140	1,555
AMB. MUTUAL AID	9	15	7	13	8	7	3	14	19	7	19	10	131
AUTO FIRE	1	3	3	1	2	3	6	3	2	0	0	2	26
BRUSH FIRE	2	1	5	23	11	4	9	4	3	3	2	1	68
ILLEGAL BURNING	2	0	3	6	13	4	1	1	3	2	11	2	48
STRUCTURE	18	15	7	5	8	6	12	5	7	16	11	13	123
DUMP/DUMPSTER	0	0	0	0	1	1	1	1	1	0	0	1	6
ELECTRICAL	0	0	1	1	3	1	2	5	2	1	3	1	20
FALSE/ACCIDENT	10	6	18	2	8	13	4	14	7	13	8	7	110
INSPECTIONS	26	42	81	42	63	82	77	52	87	51	15	15	633
INVESTIGATIONS	33	21	17	14	12	24	5	20	19	20	30	19	234
MUTUAL AID	1	0	0	5	2	3	1	5	0	2	4	1	24
SERVICE CALLS	53	33	48	41	54	59	61	56	53	62	49	62	631
HAZ-MAT	4	6	2	4	2	8	2	4	3	1	5	6	47
CO DETECTORS	1	1	0	1	1	0	1	0	1	2	1	2	11
TOTAL	476	434	455	437	475	601	492	496	480	486	435	472	5,739

Police Department

Police Department Roster

Chief of Police	John R. Mackey	1975		Jeffrey Suarez	1989
				Roger Tanguay	1984
Deputy Chief of Police	Denise L. Gundrum	1976		Stephen Torres	2000
Deputy Chief of Police	Alfred P. Donovan	1984		Brian Warren	1988
				Robert Westaway	1981
				James Williams	1996
Lieutenants:	George Hazel	1979			
	Ralph Ford	1980		R.A.D. Co-ordinator:	Lieutenant John Powers
	William Layne	1980		K-9 Officer:	Sergeant Timothy Kelly
	Edward Martin	1975		Prosecutor:	Lieutenant John Powers
	Dennis Peterson	1975		Safety Officer:	Officer Brian Warren
	John Powers	1981			
	Timothy Sheehan	1987		E-911 Dispatchers: (Full time)	
	Robert Budryk	1989			
Sergeants:	John Barry	1984		Head Dispatcher:	Edward Sullivan 1994
	James McKenna	1980		Dispatchers:	Connie Morris 1994
	Robert Stephens	1996			Matthew Small 1996
	John Voto	1996			Garin Worth 1997
	Mark Perry	1988			Karen Poisson 1997
	Scott Gaynor	1995			Jennifer Downey 1997
	Robert Fields	1996			David Godin 2000
	Timothy Kelly	1995			Kim Porter 2000
Chief of Detectives:	Lt. Dennis Peterson	1975			Patrick Carey 2001
Detectives:					Kimberly Griffin 2002
	Officer Kathryn McLeod	1996			Marc Fluet 2003
	Officer Andre Gonzales	1995			
	Officer James Hood	1988		Part time Dispatchers:	
Temporary Detective Position:					Beverly Mosher 1997
	Officer Paul Doherty Jr.	1988			Alice Kennedy 1998
	Officer James Hollis	1995			Jack Fowler 2002
Patrol Personnel:	Thomas Casey	1999			Steven Pappleacos 2002
(Officers)	Ryan Columbus	2000			Cindy Dicalogero 2002
	Christopher Coviello	1989			Denise Graffeo 2002
	Paul Doherty Jr.	1988			Stephanie Bush 2002
	Eric Hanly	2002			Neil McLaughlin 2002
	James Hollis	1995		Executive Assistant:	
	Walter Jop III	2000			Mary Ellen Higginbotham 1977
	Daniel Kerber	1995		Administrative Secretary:	
	Raymond Lafortune	1988			Eileen Newton 1987
	Debra Layne	1986			Patricia Stotik 1995
	Keith Layne	2001			Alice Kennedy 2002
	Jennie Lightfoot	2002		Secretary (Part time)	Sonia Newton 1999
	Markus McMahon	2001		Custodian (Full time)	Brad Schofield 2001
	Jessica Mulvey	1996			
	Kimberly Riccardi	2002			
	Keren Reese	1996			
	Kevin Reese	1989			
	William Schwalb	1988			
	Chris Scott	2002			
	Michael Sheehan	1988			

Retirees:

Chief John R. Mackey	1974-2003
Deputy Chief Denise Gundrum	1976-2003
Lieutenant Edward Martin	1975-2003
Lieutenant Ralph Ford	1980-2003
Sergeant Leonard Bolton	1975-2003
Sergeant Stephen Kandrotas	1978-2003
Officer Roger Tanguay	1984-2003
Officer Francis Pappas	
Deputy Chief Walter Jamieson	1968-2002
Lieutenant Anthony Dicalogero	1975-2002
Sergeant Peter Amari	1974-2002
Officer Allan Stephens	1968-2002
Officer William Latta	1975-2002
Officer Joseph Delucia	1974-2002
Officer Paul Ringwood	1973-2002
Officer Robert Carroll	1973-2002
Officer Paul Doherty Sr.	1974-2002
Officer Henry Perry	1974-2003

Reserves:

Brian Carbone	Sharon McClafferty
Martin Cormier	Connie Morris
Carl Cyr	Beverly Mosher
Cindy Dicalogero	James O'Hare
Patrick Doherty	Steven Papaleacos
John Donoghue	Edward Parisi
Brian Fernald	Douglas Pratt
John Geary	Steven Spencer
David Godin	Edward Sullivan
Bert Hadley	Bruce Sweet
Richard Hopkinson	Paul Thomas Jr.
Phil Hyde	Mark Wood
John Jarek	Richard Viera
Arthur Jarossi	Walter Jamieson
Alice Kennedy	Joseph Delucia
Douglas Law	Paul Ringwood
Warren Layne	Robert Carroll
Debbie Lumsden	Paul Doherty Sr.
Rich Lumsden	Henry Perry
James McClafferty	

EDUCATION

*School Committee
Scholarship Awards
Staff List*

*Superintendent of Schools
General Information
Shawsheen Valley Regional Vocational / Technical School District*

*Student Services
Enrollment by Schools*

School Committee

The Annual Town Elections took place on April 5, 2003. This election brought the welcome return of Attorney Scott J. Consaul and Mrs. Ruth M. Perrin to the Committee. Mr. Consaul and Mrs. Perrin serve as members of the School Space Sub-Committee. Mr. Consaul serves as a member of the John W. Wynn School Committee, the Extended Day Committee, the Policy Sub-committee and Negotiations Sub-committee for the Teachers and Non-union personnel. Mrs. Perrin serves on the Instrumental Music Sub-committee and the Special Education Sub-committee. Their continued membership on the School Committee is both appreciated and valued.

Elections for the leadership of the School Committee took place during the organizational meeting of the Committee held on Wednesday April 9, 2003. Lt. Dennis Peterson was elected as the Chairman of the School Committee; Mr. Joseph Russell was elected as Vice-Chairman and Mrs. Ruth Perrin was elected as Clerk for the Committee.

The School Committee and Administration continued to work with the Town Wide Budget Sub-committee to establish a fair and equitable budget for the school and other town departments. The Town Wide Budget Sub-Committee is comprised of a representative from the School Committee, the Board of Selectman, the Finance Committee, the Town Manager, Chief Financial Officer, School Superintendent of Schools and the Business Manager. The School Committee is grateful for the efforts of this Committee.

This Sub-committee recommended a budget for the School Department for the 2003-2004 school year of \$28,706,115. This budget was approved at a Special Town Meeting on June 23, 2003. The budget article was transferred from the Annual Town Meeting to a Special Town Meeting to provide the time needed to secure the figures for the local aid contribution.

The budget reflected the fiscal constraints and challenges faced by the Town of Tewksbury. The budget resulted in the reduction of 5.5 teaching positions and one administrative position. The School Committee was able to reinstate a much need Guidance Counseling position at the High School to meet the needs of the increase in our student population. The School Committee also worked hard to preserve the Gifted and Talented Program and to respond to the community and parent request for a Lacrosse Program.

The Tewksbury School Committee maintained their long-standing commitment to maintaining reasonable class sizes with the reinstatement of a teaching position at the Heath Brook School. The School Committee also remained steadfast in their position to assess no fees for school bus transportation, membership on athletic teams or participation in co-curricular activities at the High School.

The School Committee joined with the John W. Wynn School Building Committee and elected and appointed officials and members of the Middle School Community to celebrate the re-opening of the John W. Wynn School for the 2003-2004 school year. The completion of this project was testimony to the many hours of time and effort expended by the Building Committee and the School Administration. The School Committee is most grateful to the support of the Building Commissioner, the Town Manager, Town Engineer, the Fire and Police Departments and the Department of Public Works for their support throughout the construction project.

The School Committee and the School Administration established the System Wide Goals for the school district during the Eleventh Annual Joint Year-End Retreat in June 2003. The School Committee formerly adopted these goals on July 23, 2003. The goals are organized across four areas: curriculum and instruction, school and community school resources and program accountability.

The initiatives associated with these goals include the work necessary to prepare Tewksbury Memorial High School for continued accreditation, the publication of a Crisis Response Manual, the continued development of computer technology and many other action plans to support our curriculum and the improvement of our school facilities.

The School Committee authorized the establishment of a Study Committee to review the status of the Tewksbury Memorial High School Facility in preparation for the visit by the team who will review the status of the school for continued accreditation. The accreditation visit is scheduled to take place in October 2005. The facility must be able to support all aspects of the instructional and co-curricular program. The Study Committee will present a list of recommended repairs and renovations to the School Committee.

The School Committee Sub-committee on negotiations began discussions for a successor contract with the teachers in January 2003. Negotiation sessions continued throughout the entire year. In February, The School Committee and The Tewksbury Teachers Association reached a collective bargaining agreement which is realistic and which will attract and retain a well-qualified faculty on behalf of our students.

Our students continue to benefit from a diverse athletic program. The addition of a Junior Varsity Men's Lacrosse Team is a first step in the development of a men's and women's varsity and sub-varsity program. Many of our students participate in the athletic activities offered through our Intramural Program. The many programs offered through the Town Recreation Program and Youth Organizations further augment these programs.

We continue to expand opportunities for students in the artistic, academic and enrichment areas. Some of the new initiatives include a newspaper and chorus at the John F. Ryan School, the return of the chorus at the John W. Wynn School and establishment of a Robotics Club at Tewksbury Memorial High School.

Our school system continues to benefit from a high degree of parental and community involvement. We offered a training program for parents and guardians on Birth Order in March 2003. In April 2003 we hosted the annual College/Career Fair and the Children's Opportunity Fair. The community continues to support our work through their generous scholarship donations, their participation in our Veteran's Day Program, Career Day and by volunteering in our schools.

I would like to thank the members of the School Committee for their support and for the time and effort they give to reach the goal of providing a high quality education for the students in our school system. It is my pleasure to serve with them and to represent them as Chairman.

I would be remiss, if I didn't mention the dedicated, committed and loyal service of our Superintendent, Dr. Christine McGrath. The Tewksbury Public Schools are fortunate to have one of the most energetic and caring Superintendents in the Commonwealth.

I would like to thank the members of the school administration and the central office staff for their assistance. I would like to thank the faculty and staff for their many efforts on behalf of our students. I would also like to thank the parents and guardians for their support. A strong home and school partnership is the foundation for any good school system.

Finally, I would like to thank the elected and appointed officials and Town employees who work in close concert with the School Committee and the school administration. Your assistance and cooperation has been greatly appreciated.

It continues to be my pleasure to serve as the Chairman of the Tewksbury School Committee and to recount some of our efforts during 2003.

Dennis J. Peterson
Chairman
Tewksbury School Committee

Superintendent of Schools

Introduction

The year 2003 in the Tewksbury Public Schools continued to reflect a significant change in the membership of the faculty, staff, and administration due to the early retirement incentives offered through the Massachusetts Teachers Retirement Board and the Middlesex Retirement System. The reduction in local aid from the State and the limited resources in our FY04 budget resulted in

the reduction in 5.5 teaching positions and one administrative position. Student enrollment continued to increase with the greatest enrollment change at Tewksbury Memorial High School.

Throughout the year, the school department continued to engage in many activities to welcome the community into our schools. The Town Wide Parent Advisory Council (PAC) hosted a highly successful Eleventh Annual Children's Opportunity Fair and a program on Birth Order. The school department provided a training session for PAC Leaders on the use of a tax identification number. We opened our doors to the community for a week in November in celebration of American Education Week, and we hosted our Eighth Annual meeting with area realtors to provide them with important information about our schools. In addition, each of our schools hosted many events to showcase student work as well as artistic, athletic and musical talents.

We continue to work hard to meet the demands of the State Educational Reform Act and the Federal No Child Left Behind Law. This legislation has increased the demands on school districts in the areas of student information management and the monitoring of student progress across a wide number of ethnic, racial, economic and educational categories. We completed the first district Report Card. This Report Card detailed the qualifications of our faculty and the performance of our students on the MCAS.

Personnel

Many members of the faculty and the staff took advantage of the early retirement incentive offered through the Massachusetts Teachers Retirement Board and the Middlesex Retirement System. The Tewksbury Public School community bid a fond farewell to these talented individuals. Their service was greatly appreciated, and we miss their presence in our daily professional lives.

Administration

Dr. Joseph C. Walsh retired as Assistant Superintendent for Curriculum and Instruction. Some of his many contributions included the complete review and revision of our curriculum, the establishment of a high quality professional development program, the awarding of many successful competitive grant awards and the development of an impressive technology plan for the school system.

Mrs. Dolores Sullivan retired as Assistant Principal at Tewksbury Memorial High School. Mrs. Sullivan continued to serve the Student Council as their trusted advisor. Mrs. Sullivan also spearheaded the highly successful Renaissance Program and the annual Principal's Day celebration. Prior to serving as an administrator, Dolly was a highly regarded member of the High School Math Department.

Tewksbury Memorial High School

This school realized the most significant change among the faculty. The retirees included:

- Mr. Donald Sullivan - Department Head Fine Arts, K-12 Art Coordinator and Art Teacher
- Mrs. Carole Acone - English Teacher and Advisor to the National Honor Society
- Mrs. Jackie Williamson - English Teacher and Member of the Teacher Advisory Council
- Mrs. Susan Patterson - English Teacher and the Chairperson of the Sunshine Fund
- Mr. Robert Manzi - English/Social Studies Teacher and Girls' Varsity Soccer Coach
- Mr. Roger Pilat - Math Teacher
- Mrs. Kathleen Mofield - Science Teacher
- Mr. John Clarke - Science Teacher and Math/Science League Advisor
- Mrs. Mary Herlihy - Science Teacher and member of the Teacher Advisory Council

John W. Wynn Middle School

- Mr. Kaspar Kasparian - Special Education Teacher and Co-advisor to the Lit Magazine
- Mr. Richard Otis - Curriculum Coordinator for the Exploratory Program and Industrial Technology Teacher.

John F. Ryan Elementary School

- Debra Cody - Grade Five Teacher
- Eva Marie McGilvery - Certified Aide.

Loella F. Dewing School

- Mrs. Patricia Tellier - Grade Three Teacher
- Mrs. Jane Juszkiewicz - Kindergarten Aide

Heath Brook School

- Mrs. Dorothy Foley - Grade Two Teacher
- Mrs. Maureen Whitehead - Grade One Teacher

North Street School

Mrs. Alma Davis - Grade Three Teacher
Mrs. Cassandra Edell - Grade Three Teacher and Computer Aide
Mrs. Linda Beaulieu - Kindergarten Aide

Louise D. Trahan School

Mrs. Mary Manseau - Special Education Teacher and Computer Aide

Support Staff

Mrs. Anita Sartori - Secretary in the Office of Data Processing and administrative support to the Director of Transportation and Facilities and the Network Manager
Mrs. Dorothy Peach - High School Secretary, Audio-Visual Aide and member of the Food Service Staff
Mrs. Nancy Thompson - Secretary in the Special Education Office and to the High School Principal

We extend our best wishes to our colleagues for a long, happy and healthy retirement.

Strategic Planning

We began the implementation of the second year goals of the current five-year strategic plan on July 1, 2003. The progress of the school district in meeting the first year goals was reviewed by the School Committee and the School Administration at their Mid-Year Retreat in February 12, 2003 and at the Year-End Retreat in June 2003.

The 2003-2004 strategic plan includes five core values and a set of goals and objectives. The core values include high expectations for all learners, equitable educational opportunities for all students, developing the unique talents of all students, providing a safe learning environment and developing strong character, personal responsibility and self-confidence in all students. The administration is working on the translation of these core values into daily practice. The goals and the objectives are grouped into four distinct categories: **curriculum and instruction, school and community, school resources and program improvement.**

Core Values

On Monday August 25, 2003 the faculty and the administration met to review the core values. Each school faculty worked on identifying the specific ways in which each core value was implemented in their schools. The faculty members also identified the resources necessary to fully realize these core values. Throughout the 2003-2004 school year the administration will review the information from the faculty and attempt to implement those practices that will translate these core values into daily practice.

Curriculum and Instruction

Our efforts in this area include the continued expansion of the Guided Reading Program into grade four. Guided Reading is a prescriptive and individualized approach to reading instruction. In addition, we implemented a new TERC investigation math component in grade one. We will continue the work of aligning our curriculum at all levels. The Middle School is working on the development of "power standards" in support of our effort to fully implement a standards-based approach within our curriculum. We have effectively used a technology program called SuccessMaker to work with those upper elementary and middle school students who had difficulty on the Spring 2003 administration of the MCAS.

School and Community

The administration continues to work on the implementation of a profile sheet to track our efforts on behalf of those students who experience academic difficulty. We will also work on the finalization of a program on character education at the K-4 elementary program. Our major effort in this area is the continuation of the work by our District Security Team. The Team is completing work on a "flip chart". The chart includes information on the response to a host of school emergencies. This chart will be supplied to all staff members. The District Security Team has joined with area clergy to receive training on a community response to a traumatic event. The goal of these efforts is to provide a safe learning environment for our students.

School Resources

This area concerns the maintenance of the facilities and the continued preparation of Tewksbury Memorial High School for reaccreditation. The key event in this area was the reopening of the newly renovated and expanded John W. Wynn Middle School. The School Department hosted an Open House for the community on September 20, 2003 and a re-dedication ceremony on November 2, 2003. This was a proud day for our school district and a well-deserved honor for John W. Wynn. We have also worked on the improvement of the landscaping at the Louise D. Trahan School and the installation of a new school sign and improvements to the playground.

The faculty, staff and administration at Tewksbury Memorial High School are working on the preparation of a community survey. This survey will be distributed throughout the community and the results will be used in the preparation of the school self-study.

The faculty is preparing for the other elements of the self-study by reviewing the curriculum and developing high standards and common expectations for students across all areas of the curriculum.

Program Improvement

The goals and objectives within this area reflect our commitment to be accountable for student performance. A major component in this area concerns the continuation of high quality professional development for the faculty. We implemented the second year of our mentor program for new teachers with a weeklong training for the mentor teachers and an orientation program for new teachers. The professional development activities are scheduled during the four professional development days throughout the school year and weeklong training sessions scheduled during the summer. I continue to be impressed with the number of our faculty who are pursuing advanced degrees and graduate study.

A key activity in this area includes the MCAS test. Faculty, staff and administration worked closely with students, parents and guardians to prepare for the Spring 2003 administration of the MCAS. Our students posted their best scores to date. Student performance in the combined categories of advanced and proficient increased at all grade levels and across all subjects. Our results were consistently above the State average. The real success story for 2003 was at the High School where 78% of our grade ten students scored in the advanced or proficient category in English/Language Arts and 82% or scored in the advanced or proficient category in Mathematics. As of December 1, 2003, all members of the Class of 2003 and 2004 had passed the MCAS requirement for a high school diploma.

In addition, the Annual Yearly Progress (AYP) of Tewksbury students as measured by the Federal No Child Left Behind indicated that our students met the target on the improvement rating and the performance rating as established by the Department of Education. The district report card indicated that all Tewksbury Teachers met the standard as being highly qualified.

Summary

This report reviews some of the highlights of our work during 2003. We are proud of our student performance on the MCAS and in meeting the standards of Annual Yearly Progress (AYP). We are also proud of the fact that the number of Tewksbury students who attend two and four year public and private colleges and universities is well above the State average.

The achievements of our school district in 2003 were the results of the time, effort and commitment of many people. The students, faculty, staff and administration put forth an outstanding effort each day. This effort is supported by the parents and guardians. We are grateful for the strength of our home school partnership.

The Tewksbury School Committee continued to provide the leadership, guidance and support necessary to continue to improve our school district despite the reduction in State aid the near level funding of our FY 04 budget. I would personally like to thank the Committee for their support during the many delays in the renovation and expansion of the John W. Wynn Middle School.

I would like to thank the Central Office staff and administration for their hard work. We have endured a reduction in personnel during a time of increased demands from both the State and the Federal Education Laws. These talented and dedicated men and women have worked hard to meet these demands.

I would once again express my gratitude to the John W. Wynn School Building Committee for their tenacity and perseverance during the final phase of the Wynn School construction. Their efforts resulted in the completion of a beautiful facility that benefits our students and the community.

The Tewksbury Public Schools continue to benefit from the significant contribution of our Parent Advisory Councils (PACs), booster clubs and School Improvement Councils. The work of these support groups has resulted in the improvement of school playgrounds, the creation of enrichment programs, the presentation of holiday gatherings, year-end celebrations, the purchase of new uniforms and equipment and development of improvement plans for our schools. We are most grateful for their support.

The Tewksbury Public Schools also benefited from the support and cooperation of the Town Manager, the Board of Selectmen, the Finance Committee and the many other elected and appointed Town officials who advised us in the areas of school safety, student health and school facilities. Their cooperation and prompt response was most appreciated.

I am pleased to share this annual report with the community. I am honored to serve as the Superintendent of the Tewksbury Public Schools.

Respectfully Submitted,
Christine L. McGrath, Ph.D
Superintendent of Schools

Student Services

Student Services Administrators and Staff and all other Tewksbury Public Schools system Administrators and Staff continued to address, refine, and implement the action plans developed in response to the Department of Education's comprehensive Coordinated Program Review. The areas addressed in this report and in the action plans developed and implemented include Special Education, Methods of Administration [Civil Rights], and Title I. In addition to focusing on ensuring compliance with federal and state laws and regulations, the interests and needs of students, parents, school personnel, collaborating advisory and other groups, and the community were comprehensively and creatively addressed through Student Services' varied programs and services.

English As a Second Language Programs and Services:

For the first time, Limited English Learners and English Language Learners were, as a result of the passage of the federal No Child Left Behind {NCLB} law and the Massachusetts ballot initiative approved by voters in November 2002, were required to be assessed in four areas: reading, writing, speaking, and listening. Children in Grade 3 through Grade 12 enrolled in the English As A Second Language Program participated in the Language Assessment Scales Reading Test (LAS-R) and the Language Assessment Scales Writing Test (LAS-W). Children in Grade K through Grade 12 enrolled in the English As A Second Language Program participated in the newly developed Massachusetts English Language Assessment-Oral (MELA-O) and were tested in the areas of speaking and Listening.

The 29 students enrolled in Tewksbury's English As A Second Language program completed the assessment requirements during the spring or fall of 2003. The assessments were administered by the English As A Second Language Tutor and one of Tewksbury's Speech and Language Therapists, both of whom participated in test administration training provided by the Massachusetts Department of Education. Both staff members are fully certified in their respective areas by the Massachusetts Department of Education.

The number of primary languages represented by students enrolled in the English As A Second Language Program served to creatively challenge the administration of the mandated testing programs. The primary languages of students enrolled in the ESL program included Arabic, Portuguese, Spanish, Korean, Hebrew, Chinese, Japanese, Persian, Russian, Indian, French, Thai, Indian, Filipino, Turkish and Vietnamese. With its growing diversity and mingling of cultures in the community, Tewksbury is truly becoming a microcosm of the world.

Gifted and Talented Programs and Services:

Tewksbury's Gifted and Talented Program is comprised of four program models:

(1) *Targeted Population Program Model*

In 2003, the Resource Teacher of the Gifted and Talented implemented this program model in Grades 3 and 4 at each elementary school. Grade 3 and Grade 4 students who met eligibility criteria, including those with Individualize Education Programs [IEPs], participated in "Challenge Groups" which met once a week. Academic challenges in the areas of math, reading, and writing were presented to participating students, affording them opportunity to enrich and expand their knowledge and skills. During 2003, more than 100 Grade 3 and Grade 4 students participated in this program.

(2) *The In-Classroom Program Model*

Classroom Teachers at all grade levels afforded students the opportunity to participate in differentiated instruction within the classroom setting. This model ensured that the varied student learning styles and achievement levels were accommodated and challenged throughout all curriculum areas.

(3) *The Consultation Program Model*

Classroom Teachers were provided with opportunity to consult with the Resource Teacher of the Gifted and Talented on topics related to the development of differentiated instructional strategies for classroom implementation. In addition, the Resource Teacher of the Gifted and Talented collaborated with Classroom Teachers on the development of subject or activity specific Enrichment Learning Centers in the classroom, the development of challenging Learning Activity Packets, and the development of challenging enrichment research projects correlated with the classroom curriculum.

(4) *Extended Day Program Model*

Enrichment experiences developed and presented to interested students by Tewksbury Teachers and/or the Resource Teacher of the Gifted and Talented afforded students the opportunity to participate in various enrichment topics or activities at times other than during the school day. These enrichment programs took place at the close of the school day and/or on weekends. In 2003, the Extended Day Program Model included the following activities: a Math Magazine Project at the Trahan School which was designed to encourage creative mathematical thinking, a Continental Math Program at the Heath Brook School which culminated in the granting of awards to the two top math students in June 2003, and an After School Art Enrichment Course for Dewing School students which included a visit to the Museum of Fine Arts in Boston. In addition, interested students were able to elect to participate in the varied enrichment programs and activities offered through Tewksbury's Community Services Department.

Training in meeting the needs of the Gifted and Talented within the Tewksbury Public Schools was offered to school personnel and that training was provided through the Tewksbury Professional Development program. Presenters included various educators noted for their expertise in programs for the Gifted and Talented and by the Resource Teacher of the Gifted and Talented and the Director of Student Services.

Guidance Programs and Services:

The Ninth Annual College/Career Fair was held on April 3, 2003. One hundred thirty Colleges and Universities from throughout the United States responded to the extensive outreach conducted by Student Services and accepted the invitation to participate in this major Student Services event. Once again, High School students from Tewksbury and surrounding communities were afforded the opportunity to learn about the programs and services available at these 130 institutions. More than 800 students and parents collected information and literature about school options, career options and other opportunities available to students after successful completion of High School.

The Scholarship Awards program for graduating members of the Class of 2003 was held on June 5, 2003. This annual Student Services event afforded students recognition for high school academic, athletic, and leadership achievements and accomplishments. Tewksbury Memorial High School graduating seniors received \$1,138,130.00 in scholarship awards from Colleges and Universities, professional organizations, community residents, businesses and organizations, athletic associations and groups, and school department associations and organizations. A listing of the recipients and of the donors follows this report.

During the fall of 2003, Guidance Counselors at Tewksbury Memorial High School once again presented a Senior Parent/Guardian Breakfast program. Graduation requirements, the college search and application process, and college admissions testing programs were reviewed with parent and guardian participants. In addition, parents were presented with packets of information on each of the topics addressed and presented by the Guidance Counselors.

On December 9, 2003, interested students and the parents and guardians of students planning to attend college or some other post secondary school or training program participated in a Financial Aid Workshop and Program arranged and hosted by Student Services of the Tewksbury Public Schools. Participants received information about loan options and rates available through a variety of resources and instruction on how to complete the application for Federal Student Financial Aid [FAFSA]. Parents, guardians, and students learned that the FAFSA is the form and format used by colleges and universities to determine student eligibility to receive money from federal grant, loan, and work-study programs and from State and private colleges and universities to assist in funding post-secondary educational programs. The program was also video taped for transmission via Tewksbury's local cable channel to provide information and guidance to those parents and guardians unable to attend the Financial Aid Night Program held on December 9th.

During the spring, fall and winter of 2003, Tewksbury once again served as the local site for Educational Testing Services' college admissions testing programs. The Advance Placement Testing Program, the PSAT Program, and the SAT Program were again organized and administered by Student Services for students in Grades 10 through 12 in Tewksbury.

The Preliminary SAT/National Merit Scholarship Qualifying Test [PSAT/NMSQT] was fully funded by the Tewksbury Public Schools for Tewksbury Memorial High School Students. Nearly 300 interested students enrolled in Grade 10 and in Grade 11 at Tewksbury Memorial High School participated in the October administration of the PSAT.

Student Services also hosted the December administration of the SAT and Middle School students participating in the John Hopkins Talent Search Program and High School students in Grades 10 through 12 had opportunity to take the SAT I: Reasoning Test and the SAT II: Subject Tests within their own community.

In May, eligible students in Grades 11 and 12 at Tewksbury Memorial High School took Advanced Placement Tests in the specific Advanced Placement subject areas included in the curriculum at Tewksbury Memorial High School. Tewksbury students

participated in AP Exams in Computer Science, Biology, Calculus AB, English Literature and Composition, and United States History. Those who achieved scores of three or better on an AP exam could be qualified to receive college credit for the equivalent course at a College or University participating in the AP program. Of those who participated in the May 2003 administration of Advanced Placement tests, two Tewksbury Memorial High School students received recognition as AP Scholars from the College Board.

Health Education Programs and Services and Health Services:

Tewksbury has been fortunate in having a Health Education Curriculum Committee/Advisory Council interested in developing curriculum and service delivery matrices on behalf of the Tewksbury Public Schools. During 2003, these Curriculum Committee representatives from the School Department, Tewksbury's Board of Health, Tewksbury's Public Library, the Massachusetts Prevention Center, and Parents and other Community members finalized the Committee's work on aligning Tewksbury's Comprehensive Pre-Kindergarten through Grade 12 Health Education Curriculum with the Massachusetts Health Education Curriculum Frameworks. It is anticipated that the final draft of Tewksbury's Comprehensive Health Education Curriculum will be ready for publication and distribution during 2004.

A Professional Development Series designed to focus on coordination of all Health Education programs and services provided in Physical Education programs, Health Education programs, Drug Free Schools Violence and Safety programs, Health Services programs and Fire Safety programs was facilitated on behalf of the Tewksbury Public Schools by the Director of Student Services during the Spring of 2003. The opportunity for faculty from each of the varied disciplines to come together afforded a unique opportunity for collaboration and coordination of these programs and services.

In 2003, the School Committee created the position of School Nurse Leader and a member of the Health Services staff was appointed to this stipended position. The School Nurse Leader reports to the Director of Student Services and works with her in implementing the Health Services Program throughout the school district.

School Nurses also participated in a meeting facilitated by the Director of Student Services to review procedural changes to ensure all members of the Health Services Department were fully informed. The topics addressed during this January 2003 session included (1) the process for ensuring coverage for School Nurses for absences and other reasons, (2) the process for reporting absenteeism, (3) the process for completing and submitting Quarterly reports, other required reports and data collections, (4) the annual preparation of Schedules and (5) the required periodic updates of medication administration schedules.

Special Education Programs and Services:

Professional Development and training in Special Education regulations, policies, procedures, and timelines took place throughout 2003. These focused professional development and training opportunities were to administrators, teachers, parents and guardians to enhance understanding of school system responsibilities and parent and student rights under federal and state law.

The Director of Services presented leadership Training for Administrators, Case Managers, and other Key Personnel on a monthly basis throughout 2003. Special Education policies to ensure adherence to and implementation of procedures and processes for meeting federal and state legal standards and regulations at each school site and consistently throughout the district were jointly developed, reviewed, and assessed during these training sessions. In addition, a series of Team Process Meetings with Individual In-School Evaluation Teams was designed and implemented by the Director of Student Services at each school site from October through December in 2003. The Director of Student Services met with school based representatives from both Special Education and Regular Education and explored the most effective means of meeting student needs in accordance with federal and state guidelines. The Student Services Trainee/Trainer model for professional development continued to be implemented in 2003 to ensure dissemination of required information and procedures to all school personnel at each school site.

In April 2003, Student Services hosted a Parents' Rights Training Workshop. Parents and guardians of students enrolled in the Tewksbury Public Schools were invited to participate in an informational training session presented by representatives from Program Quality Assurance of the Department of Education.

Pre-School Special Education providers and Kindergarten Teachers participated in professional development series on curriculum development for the Pre-Kindergarten level. The participants finalized a curriculum for the Pre-Kindergarten level and Pre-Kindergarten Learning Standards in each curriculum area were aligned with the Massachusetts Curriculum Frameworks. This curriculum document was developed through the collaborative efforts of several Tewksbury Public Schools Early Childhood staff, the Systemwide Team Chairperson, the Early Childhood Education Facilitator, the Director of Student Service, and, for the Health Education component, the members of the Health Education Curriculum Committee.

A three-day series on administering and interpreting the Woodcock Johnson Psychoeducational III Battery was presented by Student Services on three Saturdays in March 2003. Nearly 30 Tewksbury educators, psychologists, moderate special needs specialists, and administrators participated in this grant funded professional development program and learned how to administer and score the Cognitive and Achievement batteries of this assessment tool

Through Student Services, Special Education personnel were also afforded the opportunity to participate in training in Portfolio Development for the MCAS and in Administration of the MCAS Alternate Assessment. In addition, faculty members working with students with the diagnosis of Pervasive Developmental Delay [PDD] and/or other disabilities on the Autism Spectrum were afforded opportunity to participate in an Exploring Autism Series and to receive training in both Applied Behavior Analysis and Verbal Behavior Analysis.

At the close of school in June 2003, Student Services also presented a grant funded 45-hour Reading Survey Course for Tewksbury Personnel in a professional development program entitled: Reading From Theory To Practice. Thirty faculty members and administrators participated in a program which focused on reading theories and strategies. Participants began with an in-depth look at current reading theory, learned and practiced hands-on techniques for assessing readers' strengths and weaknesses, learned to identify the critical components of phonology and to develop phonology lesson plans, learned how to boost automaticity and fluency in reading, and learned how to improve reading comprehension. Participants also learned how to use the Qualitative Reading Inventory [QRI]. They also explored how specific tools and strategies can help in the teaching of reading to all students across the curriculum in a variety of learning environments, including the Regular Classroom, Special Education Settings, and Title I programs.

School Psychologists, the School Adjustment Counselor, and the Behavior Specialist participated in a hands-on training program under the leadership of the Director of Student Services related to the Functional Behavioral Assessment and Behavior Intervention Plan processes. During the late Fall of 2003, participants worked together to revise and refine Tewksbury's Functional Behavioral Assessment process and report forms and Tewksbury's Behavior Intervention Plan development process and report forms. School Psychologist, the School Adjustment Counselor, the Behavior Specialist, the Guidance Counselors, and the Behavior Management Facilitator will be piloting the newly revised/refined processes and forms with the objective of finalizing and adopting the processes and forms in 2004.

Instructional Aides were again afforded the opportunity to participate in a 65-hour training program designed specifically for Special Education Instructional Assistants. Two 2003 SPEDIAC training program series were presented by Student Services, the first series beginning in January and the second series in March.

Fifteen Special Education Instructional Assistants participated in this grant funded SPEDIAC 2003 program series. Topics comprising this training program for paraprofessionals included the following: the Role of the Instructional Assistant, Ethics and Special Education Law, Curriculum and Instruction, Infection Control, Health Problems Affecting Student Performance, Range of Motion, Adaptive Equipment, and so on. In addition, participants received training in American Red Cross First Aid and Cardiopulmonary Resuscitation and earned First Aid and CPR certification. Participants were also required to implement the strategies learned in their classroom assignments in Tewksbury and to be evaluated in this process. Each Instructional Aides' supervising Teacher completed a checklist verifying that person's on-the-job demonstration of knowledge and skills acquired through the training program.

The Special Needs Parents Advisory Council also presented a number of programs for parents. A representative of the Bureau of Special Education Appeals presented on the topic "The Appeals and Mediation Process" and a certified Speech and Language Specialist presented on the topic "What type of Speech Therapy is appropriate for your Child?" In addition, the Special Education Parents Advisory Council held SPED PAC meetings periodically throughout 2003. In an effort to further enhance collaboration and cooperation among the SPED PAC, Student Services, and Special Education and to make additional resources and information available to parents, the Tewksbury Public Schools funded MASSPAC membership on behalf of the Special Needs Parents Advisory Council.

Title I Programs and Services:

Funding for Title I programs and services was received by the school district through a grant developed by the Director of Student Services. Principals of Title I Schools, Title I personnel, other school personnel and parents of Title I eligible students also participated in the development of the Title I Grant and program. All also collaborated in the implementation of the Title I program at each of the three Title I schools in Tewksbury during 2003.

This federally funded grant program provided instructional support services in reading to Title I eligible students in schools identified as eligible for Title I funds. During 2003, three elementary schools in Tewksbury were identified as meeting the Federal eligibility requirement to have Title I programs and services made available for students attending those schools. One Title I Lead

Teacher and two Title One Teachers who are Massachusetts Certified Reading Specialists provided supplemental reading instruction to at risk students in Grades K through 4 in these three schools. Title I eligible students in Grades Kindergarten through Four in the three elementary Title I schools participated in the Title I consultation services program, the targeted population ["pull-out"] program, the Inclusion program, or the Reading Recovery program [Grade One only].

All Title I services received by eligible students during 2003 were developed in collaboration with Regular Education Classroom Teachers, Special Education Teachers, and English As A Second Language Tutors. The services rendered were designed to complement the educational program provided in the Classroom but not to take the place of classroom instruction in Reading. Eligible students who received Title I services also fully participated in the regular education curriculum in all areas.

The administrators and staff comprising Student Services of the Tewksbury Public Schools value the opportunity to serve the students, parents, and the community. We have provided educational services, professional development, and informational programs and events in partnership with parents, guardians, students, community agencies, and community organizations throughout 2003 in order to meet the needs of all school clientele. Student Services looks forward to continuing to provide these important and varied programs and services on behalf of the Tewksbury Public Schools.

Dr. Michele F. DeAngelis
Director of Student Services
Tewksbury Public Schools

Class of 2003 Community and University Scholarship Awards

We are pleased to acknowledge the businesses, the individuals, the community organizations, the school organizations, the sports organizations, and the private and professional organizations and schools who participated in Tewksbury's 2003 Community Scholarship Program and who awarded more than \$1,000,000.00 in scholarships to the members of the graduating Class of 2003.

The commitment of the donors listed below to the students of the Tewksbury Public Schools contributes to the attainment of the personal and educational goals of the scholarship recipients. The generosity of the donors provides an investment in the future of Tewksbury.

THANK YOU to each of the Scholarship Award Donors and **CONGRATULATIONS** to the Scholarship Recipients.

BUSINESS DONORS:

Lowell Five Cent Savings Bank Scholarship Award:

Angela Castaldo	\$ 1,000.00
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MASSBANK Charitable Foundation Scholarship Award:

Erica Chin	\$ 500.00
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Mill City Management Scholarship – Backstage:

Julianne Bradley	\$ 500.00
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Schlott Tire Academic Scholarship Award:

John Cintolo	\$ 500.00
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Tewksbury Business Association Scholarship Awards:

Amy MacDonald	\$ 250.00
Stephanie Maksian	\$ 250.00
Laura Nigro	\$ 250.00

Tewksbury Physical Therapy Scholarship Award:

Kristin Palladino	\$ 500.00
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Weathervane Seafood Restaurant Scholarship Award:

Marissa Osterman	\$ 500.00
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COMMUNITY DONORS:**Elks Scholarship Awards:***** Tewksbury/Wilmington Lodge of Elks #2070 Scholarship Awards:**

Stephanie Bemis	\$ 1,000.00
Matthew Spatola	\$ 1,000.00

*** Massachusetts Elks Scholarship Awards:**

John Cintolo	\$ 500.00
Michael Cintolo	\$ 500.00

Merrimack Valley Area Rotary Club Scholarship Award:

Jeffrey Eisenhaure	\$ 500.00
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Tewksbury Cultural Council Scholarship Awards:

Jessica DiPietro	\$ 700.00
Rachel Landers	\$ 700.00
Kelleigh O'Brien	\$ 700.00

Tewksbury D.A.R.E. Parent Advisory Committee Scholarship Awards:

Joel Bucci	\$ 500.00
Christine Hannus	\$ 500.00
Amanda Iwanicki	\$ 500.00
Stephen McKenna	\$ 500.00
Nicole Murphy	\$ 500.00
Marissa Osterman	\$ 500.00
Kristin Palladino	\$ 500.00
Mikaela Schnaper	\$ 500.00

Tewksbury Golden Age Club Scholarship Awards:

Timothy Donoghue	\$ 400.00
Michael Sitar	\$ 400.00

Tewksbury Lions Club Scholarship Awards:

Maria Afouxenides	\$ 1,500.00
Ryan Byrne	\$ 1,500.00
Jenna DiMare	\$ 1,500.00
Ryan Jarek	\$ 1,500.00
Mitchell O'Connor	\$ 1,500.00
Marissa Osterman	\$ 1,500.00
Kristin Palladino	\$ 1,500.00

Tewksbury Rotary Club Scholarship Awards:

Ryan Byrne	\$ 1,500.00
Michael Cintolo	\$ 1,500.00
Mitchell O'Connor	\$ 1,500.00

Tewksbury/Wilmington Emblem Club #381 Scholarship Award:

David Bradley	\$ 500.00
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PERSONAL DONORS:

Aldred: The Derek Aldred Memorial Scholarship Awards:

Kelly Boyle	\$ 1,500.00
Shawn Scott	\$ 1,500.00

Anderson: The Mabel Anderson Memorial Scholarship Award:

Dawn-Marie Anderson	\$ 300.00
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Byers: Willie Byers Memorial Scholarship Awards:

Angela Castaldo	\$ 1,000.00
John Cintolo	\$ 1,000.00
Michael Cintolo	\$ 1,000.00

Coakley: The Edward J. and Phyllis E. Coakley Scholarship Award:

David Bettencourt	\$ 100.00
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Currier: The A. Elizabeth Currier Memorial Scholarship Awards:

Jeffrey Bourgeois	\$ 500.00
Erica Chin	\$ 500.00
Kimberly DeCelle	\$ 500.00
Jenna DiMare	\$ 500.00
Heather Watkins	\$ 500.00

Gillette: The Daniel S. Gillette, Jr. Memorial Scholarship Awards:

Matthew Davis	\$ 1,000.00
Steven Kasprzak	\$ 500.00

Hood: The Detective Sergeant James C. Hood Scholarship Award:

Tristan Harrington	\$ 2,500.00
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Miceli: The Honorable James Miceli Scholarship Award:

Krysta Curran	\$ 300.00
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O'Brien: The Kevin J. O'Brien Memorial Scholarship Awards:

Christi Marsh	\$ 1,000.00
Jessica Mirisola	\$ 1,000.00

Perrault: The John Perrault Memorial Scholarship Award:

Matthew Davis	\$ 500.00
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Perrin: The Holly Perrin Memorial Scholarship Awards:

Kelly Boyle	\$ 300.00
Christi Marsh	\$ 300.00

Peters: The Linda Peters Memorial Scholarship Awards:

Kelly Boyle	\$ 1,500.00
Steve Kasprzak	\$ 1,500.00
Kristen Rose	\$ 1,500.00
Shawn Scott	\$ 1,500.00

Riddle: The Jessie Evelyn Riddle Scholarship for Nursing:

Kelly Silva	\$ 500.00
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Scott: The David W. Scott Memorial Scholarship Awards:

Kelly Boyle	\$ 1,000.00
Donald MacLaren	\$ 1,000.00
Christopher McLellan	\$ 1,000.00

Sheehan: Francis B. Sheehan Memorial Scholarship Awards:

Mitchell O'Connor	\$ 500.00
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Staniewicz: The Bill Staniewicz Memorial Scholarship Awards:

Christine Hannus	\$ 2,000.00
Jennifer Myers	\$ 2,000.00

Strong: The Gary Strong Memorial Scholarship Award:

Stephen McKenna	\$ 500.00
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Trainor: The Therese and Pie Trainor Memorial Scholarship Award:

Dawn-Marie Anderson	\$ 500.00
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Zawacki: The Joshua Zawacki Memorial Scholarship Awards:

Matthew Davis	\$ 1,500.00
Marcia Trecartin	\$ 1,500.00

Excellence in Achievement Scholarship Award:

Michael Cintolo	\$ 500.00
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PRIVATE, PROFESSIONAL, AND OTHER ORGANIZATIONS DONORS:**Assumption College Scholarship Awards:**

*Maria Afouxenides (Milleret)	\$ 40,000.00	[\$ 10,000.00 per yr.]
*Matthew Davis (Merit)	\$ 60,000.00	[\$ 15,000.00 per yr.]
*Kelly Dietsch (Merit)	\$ 30,000.00	[\$ 7,500.00 per yr.]
*Krystal Spencer (Merit)	\$ 40,000.00	[\$ 10,000.00 per yr.]

Bentley College President's Academic Scholar Scholarship Award:

*Stephen Zontini	\$32,160.00	[\$ 8,040.00 per yr.]
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Certificate of Mastery Awards:

*Julianne Bradley	\$ 6,800.00	[\$ 1,700.00 per yr.]
*Angela Castaldo	\$ 6,800.00	[\$ 1,700.00 per yr.]
*Erica Chin	\$ 6,800.00	[\$ 1,700.00 per yr.]
*John Cintolo	\$ 6,800.00	[\$ 1,700.00 per yr.]
*Jenna DiMare	\$ 6,800.00	[\$ 1,700.00 per yr.]

Gordon College Dean's Scholarship Award:

*Amy MacDonald	\$ 32,000.00	[\$ 8,000.00 per yr.]
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Johnson and Wales University Scholarship Awards:

*Matthew Mulligan (President's)	\$ 20,000.00	[\$ 5,000.00 per yr.]
*Matthew Mulligan (DECA)	\$ 10,000.00	[\$ 2,500.00 per yr.]
*Shawn Scott (Academic)	\$ 12,000.00	[\$ 3,000.00 per yr.]
*Shawn Scott (DECA)	\$ 7,200.00	[\$ 1,800.00 per yr.]
*Shawn Scott (Lodging Mngmt)	\$ 4,000.00	[\$ 1,000.00 per yr.]
*Shawn Scott (Pres. Leadership)	\$ 10,000.00	[\$ 2,500.00 per yr.]

Massachusetts Telecommunications Scholarship Award:

*David Fogaren	\$ 2,000.00
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Merrimack College Merit Scholarship Awards:

*Katie Bent	\$ 40,000.00	[\$ 10,000.00 per yr.]
*Joel Bucci	\$ 36,000.00	[\$ 9,000.00 per yr.]
*Jennifer Myers	\$ 48,000.00	[\$ 12,000.00 per yr.]
*Julianne Robillard	\$ 48,000.00	[\$ 12,000.00 per yr.]

Middlesex Women's Club Scholarship Award:

*Kristin Palladino	\$ 500.00
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New England College Academic Achievement Scholarship Award:

*John Bavota	\$ 8,000.00
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Rensselaer Polytechnic Institute Math and Science Medal & Scholarship Award:

Ryan Byrne	\$ 40,000.00	[\$ 10,000.00 per yr.]
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Salve Regina University Dean's Scholarship Award:

*Mikaela Schnaper	\$ 32,000.00	[\$ 8,000.00 per yr.]
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Siena College Athletic Scholarship Award:

*Kelly Boyle	\$ 70,200.00	[\$ 17,550.00 per yr.]
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Southern New Hampshire University Scholarship Awards:

*Sarah Cressman (Academic)	\$ 28,000.00	[\$ 7,000.00 per yr.]
*Sarah Cressman (Leadership)	\$ 1,000.00	

Stonehill College Dean's Scholarship Awards:

*Kimberly DeCelle	\$ 18,000.00	[\$ 4,500.00 per yr.]
*Jenna DiMare	\$ 18,000.00	[\$ 4,500.00 per yr.]

Thomas College, Maine Merit Scholarship Award:

*Cassandra Haines	\$ 20,000.00	[\$ 5,000.00 per yr.]
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University of Massachusetts - Amherst - Scholarship Awards:

*Angela Castaldo (University Scholar)	\$ 32,000.00	[\$ 8,000.00 per yr.]
*John Cintolo (University Scholar)	\$ 32,000.00	[\$ 8,000.00 per yr.]
*Jeffrey Eisenhaure (Anonymous)	\$ 56,000.00	[\$14,000.00 per yr. est.]

University of Massachusetts - Lowell - University Scholar Scholarship Award:

*Erica Chin	\$ 32,000.00	[\$ 8,000.00 per yr.]
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University of Massachusetts - Lowell - Track Scholarship Award:

*Daniel Sarsfield	\$ 1,000.00
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University of New England University Scholarship Award:

*Amanda Iwanicki	\$ 28,000.00 [\$ 7,000.00 per yr.]
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University of South Florida Green & Gold Scholarship Award:

*Danielle Spada	\$ 8,000.00 [\$ 2,000.00 per yr.]
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Wentworth Institute of Technology Merit Scholarship Award:

*Michael Ventura	\$ 25,000.00 [\$ 5,000.00 per yr.]
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Worcester Polytechnic Institute Scholarship Award:

*Heather Watkins (WPI)	\$ 11,020.00
*Heather Watkins (Presidential)	\$ 50,000.00 [\$ 12,500.00 per yr.]

* Counselors Have Been Notified of Student Acceptance of Scholarship from Donor

SCHOOL ORGANIZATIONS DONORS:

Dewing: The Loella F. Dewing School P.A.C. Scholarship Awards:

Erin Burns	\$ 500.00
Jodi Salvo	\$ 500.00

Heath Brook: The Heath Brook School P.A.C. Scholarship Award:

Sarah Cressman	\$ 500.00
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Heath Brook: PAC Scholarship Award in Memory of Angela Munro:

Danielle Smolinsky	\$ 500.00
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Middle School: The J.W.Wynn Middle School P.A.C. Scholarship Awards:

Lisa Bancroft	\$ 750.00
Christine Fabiano	\$ 750.00
Christine Hannus	\$ 750.00
Joseph Torname	\$ 750.00

Middle School: The J.W.Wynn Middle School Student Council Scholarship Awards:

Rachel Landers	\$ 500.00
Amy MacDonald	\$ 500.00
Ilana Shainker	\$ 500.00
Heather Watkins	\$ 500.00

North Street: The North Street School P.A.C. Scholarship Awards:

Michael Blaisdell	\$ 250.00
Nicolle Fairweather	\$ 250.00

Trahan School: Louise Davy Trahan School P.A.C. Scholarship Award:

Angela Trombino	\$ 500.00
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TMHS: TMHS Cafeteria Scholarship Award:

Eugene Hubert	\$ 200.00
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TMHS: TMHS P.A.C. Scholarship Awards:

Andrew Barros	\$ 750.00
Katie Bent	\$ 750.00
Kris Casey	\$ 750.00
Bryan Haberman	\$ 750.00
Danielle Majahad	\$ 750.00
Leah Sullivan	\$ 750.00

TMHS: TMHS P.A.C. Anthony J. Romano Honorary Scholarship Award:

John Cintolo	\$ 750.00
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TMHS: The TMHS Music Association Scholarship Award:

Michael Staffieri	\$ 400.00
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TMHS: The TMHS National Honor Society Scholarship Awards:

Michael Blaisdell	\$ 200.00
David Bradley	\$ 250.00
Julianne Bradley	\$ 100.00
Angela Castaldo	\$ 200.00
Michael Cintolo	\$ 200.00
Kelly Dietsch	\$ 100.00
Ryan Jarek	\$ 150.00
Michael Sitar	\$ 150.00
Heather Watkins	\$ 150.00

TMHS: The TMHS Student Council Scholarship Awards:

David Bettencourt	\$ 300.00
Amy MacDonald	\$ 1,000.00
Stephanie Maksian	\$ 1,000.00
Ilana Shinker	\$ 1,200.00
Heather Watkins	\$ 1,200.00

The Tewksbury Teachers Association Scholarship Awards:

Amanda Iwanicki	\$ 500.00
Mikaela Schnaper	\$ 500.00

SPORTS ORGANIZATIONS DONORS:**TMHS Field Hockey Boosters Scholarship Awards:**

Stephany Bemis	Jessica Mirisola
Erin Burns	Sarah Mulvanity
Colleen Goode	Julianne Robillard
Janelle Lafreniere	Danielle Smolinsky
Cheryl McDonald	Marcia Trecartin
Sandra Trombino	

TOTAL: \$ 2,200.00

The Dennis McGadden Track and Cross Country Scholarship Awards:

Lisa Bancroft	Christine Hannus
Julianne Bradley	Janelle Lafreniere
Erin Burns	Marissa Osterman
Ryan Byrne	Daniel Sarsfield
Angela Castaldo	Danielle Smolinsky
Erica Chin	Krystal Spencer
Michael Cintolo	Joseph Torname
James Hamilton	

TOTAL: \$ 8,100.00

Tewksbury Boy's Youth Basketball:*** James G. Mendonca, Jr. Memorial Scholarship Award:**

Joseph Torname	\$ 500.00
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Tewksbury Boy's Youth Basketball Scholarship Award:

Michael Rocco	\$ 500.00
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Tewksbury Girls Basketball League Scholarship Awards:

Kelly Boyle	Janelle LaFreniere
Julianne Bradley	Kristen Lamb
Angela Castaldo	Danielle Smolinsky
Christina Ferrante	Krystal Spencer

TOTAL: \$ 1,700.00

Tewksbury Girls Softball League Scholarship Awards:

Christi Marsh	\$ 400.00
Danielle Smolinsky	\$ 400.00

Tewksbury Redmen Baseball Boosters Scholarship Awards:

David Bettencourt	\$ 100.00
Ryan Corson	\$ 100.00
Matthew Davis	\$ 100.00
Errol Fagone	\$ 100.00
David Fogaren	\$ 100.00
Patrick Gorman	\$ 100.00
Thomas Lorette	\$ 100.00
Steven McKenna	\$ 100.00
Michael Rocco	\$ 100.00

Tewksbury Redmen Basketball Booster Club Scholarship Awards:

John Cintolo	\$ 500.00
Matthew Davis	\$ 500.00
Michael Rocco	\$ 500.00

James Sullivan, Sr. Basketball Coaches Scholarship Award:

Michael Rocco	\$ 250.00
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Tewksbury Redmen Football Club Scholarship Awards:*** The Coach Bob Aylward Redmen Football Scholarship Award:**

Ryan Byrne	\$ 1,000.00
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*** The James E. Brooks Memorial Redmen Football Scholarship Awards:**

Michael Blaisdell	\$ 1,000.00
Steven Kasprzak	\$ 1,000.00
Michael Terrio	\$ 1,000.00

*** Redmen Football Club Memorial Scholarship Award:**

Michael Sitar	\$ 1,000.00
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Tewksbury Redmen Basketball Cheerleaders Scholarship Awards:

Allison Cella	\$ 200.00
Nicole Hinton	\$ 200.00
Laura Nigro	\$ 200.00
Leah Sullivan	\$ 200.00

Tewksbury Redmen Football Cheerleaders Scholarship Awards:

Dawn-Marie Anderson	\$ 200.00
Jessica DiPietro	\$ 200.00
Nicole Freitas	\$ 200.00
Ashley Montague	\$ 200.00
Taryn Ray	\$ 200.00
Sheena Saunders	\$ 200.00

Tewksbury Redmen Hockey Club:

*** George "Timmy" Ernest Memorial Scholarship Awards:**

Dennis Keohane	\$ 500.00
Donald MacLaren	\$ 500.00
Christopher McLellan	\$ 500.00
Brian Nikonchuk	\$ 500.00
Scott Sacco	\$ 500.00
Shawn Scott	\$ 500.00

Redmen Hockey Booster Club Scholarship Awards:

Dennis Keohane	\$ 300.00
Donald MacLaren	\$ 300.00
Christopher McLellan	\$ 300.00
Brian Nikonchuk	\$ 300.00
Scott Sacco	\$ 300.00
Shawn Scott	\$ 300.00

Tewksbury Youth Football/Cheerleader Most Deserving Student Scholarship Awards:

Ryan Byrne	\$ 250.00
Jessica DiPietro	\$ 250.00
Christi Marsh	\$ 250.00
Sarah Mulvanity	\$ 250.00
Kristen Rose	\$ 250.00
Sheena Saunders	\$ 250.00
Marcia Trecartin	\$ 250.00
Chris Shephard	\$ 250.00
Michael Terrio	\$ 250.00

Tewksbury Youth Football Memorial Scholarship Awards:

David Fogaren	\$ 500.00
James Hamilton	\$ 500.00

Tewksbury Youth Football “Billy” Bird Memorial Scholarship Award:

Michael Sitar	\$ 500.00
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Tewksbury Youth Skating Association: Fred Carpenito Memorial Scholarship Award:

Donald MacLaren	\$ 1,000.00
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Tewksbury Youth Skating Association Scholarship Awards:

Christopher McLellan	\$ 250.00
Brian Nikonchuk	\$ 250.00
Shawn Scott	\$ 250.00

Tewksbury Youth Soccer League Scholarship Awards:

John Cintolo	\$ 300.00
Michael Cintolo	\$ 300.00
Leslie Hartman	\$ 600.00
Mitchell O'Connor	\$ 600.00
Stephen Zontini	\$ 500.00

TOTAL:	\$1,138,130.00
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School Department General Information

Registration for School in September 2003

Kindergarten; A child must be five years old as of August 31st of the year entering Kindergarten.

First Grade: A child must be six years old as of August 31st of the year entering the First Grade

NO SCHOOL ANNOUNCEMENTS

School will be closed only in the case of severe inclement weather. The schedule of no school signals in effect for this school year follows:

A series of three sets of two blasts (2-2-2) on the horns at the State Hospital and the following times for groups indicated.

6:45 A.M. - No School At All Schools

7:45 A.M. - No School At All Elementary Schools Only (K-4)

Announcements relative to closing schools for inclement weather will be carried by radio stations WCAP, WCCM, and WBZ.

When it is in the interest of students' safety to delay the opening of school due to weather conditions, the Superintendent will notify the public by the same procedure as "no school" announcements.

Enrollment by Schools

Tewksbury Public Schools

SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	Totals
ELLA FLEMING	105															105
NORTH STREET		72	87	88	74	92									12	425
TRAHAN	6	68	75	65	68	73									5	360
DEWING		123	144	120	128	124									34	673
HEATH BROOK		83	81	91	85	103									42	485
RYAN							421	391								812
WYNN MIDDLE									399	417						816
MEMORIAL HIGH											335	283	272	209		1,099
TOTALS	111	346	387	364	355	392	421	391	399	417	335	283	272	209	93	4,775
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	

Staff List

TEWKSBURY PUBLIC SCHOOLS 2003 – 2004 ROSTER

SCHOOL COMMITTEE

Scott Consaul, Esq.	2006
Edward K. Dick	2004
Ruth M. Perrin	2006
Dennis J. Peterson	2004
Joe Russell	2005

ADMINISTRATION

Christine L. McGrath, Ph.D. - Superintendent of Schools

Loreen R. Bradley - Assistant Supt. Curriculum & Instruction

Mr. John F. Quinn - Business Manager

Dr. Michele DeAngelis - Director of Student Services

Cheryl Porcaro - Systemwide Team Chairperson

Thomas Lovett -Data Processing Coordinator

Joan Dey - Director of Food Services

Cynthia Basteri – Director of Extended & Community Education Services

MEMORIAL HIGH SCHOOL
Dr. Gerald Ferris, Principal
Robert Aylward, Assistant Principal
Patricia Lally, Assistant Principal

DEPARTMENT HEAD, HUMANITIES - ROBERT MACDOUGALL

ENGLISH

Jennifer Brooks
 John Byrnes
 Jennifer Caracoglia
 Cynthia Georgian
 Carolyn Kibbe – (Part time English/High School,
 Part time Hearing Impaired)
 Elsa Marsh
 Susan Patterson
 Catherine Stack
 Ginamarie Talford
 John Weir, III

SOCIAL STUDIES

Brian Aylward
 Donna Boudreau-Hill
 Robert Doolan
 Cady Landa
 Robert MacDougall
 Sharon Milenavich
 William Piscione
 Dustine Puma
 Thomas Ryan
 Nadine Sutliff

DEPT. HEAD, MATHEMATICS, SCIENCE AND TECHNOLOGY - GERALD RIDEOUT

MATHEMATICS

Robert Brigida
 Ethel Chace
 George Economou
 Nicola Facendola
 Annina Faraci
 Debra Glass
 MaryBeth McGinn
 Maureen McNamara
 Eileen Osborne
 Elizabeth Papik
 Gerald Rideout
 Katherine Robillard

SCIENCE

Allyson Bacht
 Edward Cremins
 Susan Dunn
 Linda McKusick
 John Morgan
 Patricia Pishock
 James Pringle
 Stanley White
 Rhonda Yeats

COMPUTER SCIENCE

Sandra Bettencourt
 Frances DeLucia
 Susan Sullivan

DEPARTMENT HEAD, FINE ARTS -

WORLD LANGUAGES

Henrietta Araujo
 Michael Jane Buss
 Leo Frechette (Consultant, Foreign
 Exchange Program)
 Claire Piscione
 Maureen Rideout
 Jennifer Spaulding
 Tara Ann Sujko

ART

Jennifer Arnold
 Daniel Rogacki

MUSIC

Hilary Anderson (Shared with
 Ryan/Middle Schools)

DEPARTMENT HEAD, APPLIED ARTS – LAWRENCE BASTERI**BUSINESS/MARKETING**

Dale Black
James Sullivan, Jr.

**FAMILY AND CONSUMER
SCIENCE**

Nicole Smallidge

TECHNOLOGY EDUCATION

Lawrence Basteri
Joseph Frank

DEPARTMENT HEAD GUIDANCE – ELISABETH GAFFNEY**GUIDANCE**

Elisabeth Gaffney
Linda Hair-Sullivan
Brian Hickey
Daniel Glover

PHYSICAL EDUCATION

Steven Levine
Patricia Ryser

HEALTH

Karen Ferreira
Denise Saindon

LIBRARIAN

Gertrude Carey

IN HOUSE SUSPENSION

Joseph DelGrosso

SECURITY MONITOR

Kenneth Ryan

MEDIA

Joseph Dermody

JOHN W. WYNN MIDDLE SCHOOL
James McGuire, Principal
John Donoghue, Assistant Principal

<p><u>TEAM 7A – Roseanne Kolack, T.L.</u></p> <p><u>ENGLISH</u> Nancy Laws</p> <p><u>SOCIAL STUDIES</u> Warren Yaeger*</p> <p><u>MATH</u> Joanna Krainski*</p> <p><u>SCIENCE</u> Mary Gignac</p>	<p><u>TEAM 7B - Cathleen Bilodeau, T.L.</u></p> <p><u>ENGLISH</u> Sarah Redman</p> <p><u>SOCIAL STUDIES</u> Dorothy Graaskamp</p> <p><u>MATH</u> Cathleen Bilodeau</p> <p><u>SCIENCE</u> Kathleen Connell</p>
<p><u>TEAM 7C – Stephanie Pagiavlas, T.L.</u></p> <p><u>ENGLISH</u> Kimberly Johnston</p> <p><u>SOCIAL STUDIES</u> Stephen Prodanas</p> <p><u>MATH</u> Geraldine Cummings</p> <p><u>SCIENCE</u> Glen Osterman</p>	<p><u>TEAM 7D – Frances Rouff, T.L.</u></p> <p><u>ENGLISH/ SOCIAL STUDIES</u> Julie DeRoche</p> <p><u>MATH/ SCIENCE</u> Frances Rouff</p>
<p><u>TEAM 8A –Carol Navetta, T.L.</u></p> <p><u>ENGLISH</u> Emily Garr</p> <p><u>SOCIAL STUDIES</u> Patricia Krol</p> <p><u>MATH</u> Joanne Hession</p> <p><u>SCIENCE</u> Carol Navetta</p>	<p><u>TEAM 8B –Kristina Rogers, T.L.</u></p> <p><u>ENGLISH</u> John Bresnahan</p> <p><u>SOCIAL STUDIES</u> Christopher Gagnon</p> <p><u>MATH</u> Sandra Barnett</p> <p><u>SCIENCE</u> Kristina Rogers</p>

TEAM 8C – Kimberly Bresnahan, T.L.

ENGLISH

Elaine Speros

SOCIAL STUDIES

James LeClair

MATH

Vikki Ireland

SCIENCE

Kimberly Bresnahan*

TEAM 8D – Rosamond Malatesta, T.L.

ENGLISH

Brian Gouthro

SOCIAL STUDIES

Cheryl Witham

MATH

Rosamond Malatesta

SCIENCE

Cynthia Abate-Upson

ART

Gail Hamilton

MUSIC

Catherine Walker Dunne

INSTRUMENTAL MUSIC

Hilary Anderson (Shared with High School / Ryan School)

HEALTH

Robert McGrath

Maura Dearing

WORLD LANGUAGES

FRENCH

Florence Souza*

Judith Palm

SPED – Sharon Moser, T.L.*

Shared with Ryan School (one half)

INDUSTRIAL TECHNOLOGY

John Jarek

EXPLORATORY

Team Leader – Susan Scofield

COMPUTERS/PHYSICAL EDUCATION

COMPUTERS

Bonita Hansberry*

Richard Zbieg

PHYSICAL EDUCATION

Thomas Morrill

Susan Scofield

WRITING

Pam Koskey

LIBRARIAN

Maureen Kelley

GUIDANCE

Kelly McFadden

Adam Colantuoni

JOHN F. RYAN ELEMENTARY SCHOOL
Kevin McArdle, Principal
Karla Conway, Assistant Principal

<u>TEAM 6A – Agnes Sacramone, T.L.</u> <u>ENGLISH</u> Judi Foley <u>SOCIAL STUDIES</u> William Kirwin <u>MATH</u> William Buckley <u>SCIENCE</u> Agnes Sacramone	<u>TEAM 6B - Thomas Conlon, T.L.</u> <u>ENGLISH</u> Eileen Gardner <u>SOCIAL STUDIES</u> Thomas Conlon <u>MATH</u> Virginia Kirwin <u>SCIENCE</u> Robin Reading
<u>TEAM 6C – Carol Sagro, T.L.</u> <u>ENGLISH</u> Pamela McDade <u>SOCIAL STUDIES</u> Edward Manzi <u>MATH</u> Brenda Regan <u>SCIENCE</u> Carol Sagro	<u>TEAM 6D – Barbara Gillette-Manna, T.L.</u> <u>ENGLISH/ SOCIAL STUDIES</u> George Kalarites <u>MATH/ SCIENCE</u> Barbara Gillette-Manna
<u>TEAM 5A</u> <u>ENGLISH/SOCIAL STUDIES</u> Nicole Rauseo <u>MATH/SCIENCE</u> Ann Read	<u>TEAM 5B</u> <u>ENGLISH/SOCIAL STUDIES</u> Jayne Farnham <u>MATH/SCIENCE</u> Pamela Shirkoff
<u>TEAM 5C</u> <u>ENGLISH/SOCIAL STUDIES</u> Joanne O'Brien <u>MATH/SCIENCE</u> Christine Cremin	<u>TEAM 5D</u> <u>ENGLISH/SOCIAL STUDIES</u> Mary Jo Gould <u>MATH/SCIENCE</u> Patricia McDonnell

<u>TEAM 5E</u> <u>ENGLISH/SOCIAL STUDIES</u> Kristin Dillon <u>MATH/SCIENCE</u> Elizabeth Dollas	<u>TEAM 5F</u> <u>ENGLISH/SCIENCE</u> Kim Hillson <u>MATH/ SOCIAL STUDIES</u> Scott Winters
<u>TEAM 5G</u> <u>ENGLISH/SOCIAL STUDIES</u> Andrée Johnson <u>MATH/SCIENCE</u> Frances Gath	<u>TEAM 5H</u> <u>ENGLISH/SOCIAL STUDIES</u> Gus Jardin <u>MATH/SCIENCE</u> Jennifer Mrozowski
<u>ART</u> Diane Slezak <u>MUSIC</u> Marguerite Weidknecht <u>INSTRUMENTAL MUSIC</u> Hilary Anderson (Shared with High/Middle Schools) <u>HEALTH</u> Kristi Flagg <u>COMPUTERS</u> Barbara Jagla Cooper Naylor	<u>PHYSICAL EDUCATION</u> Ronald Drouin James Manley Erin McSheehy <u>WORLD LANGUAGES</u> Susan Gagnon <u>READING</u> David Mullen Kimberly Stone Lisa Zullo <u>LIBRARIAN</u> Mary Eldringhoff

SPED - Sharon Moser, T.L.* (One Half – Shared with Middle School)

HEATH BROOK SCHOOL

Pauline King, Principal
Carole Gallo, Head Teacher

<u>Kindergarten</u> Linda Austin Kathleen Ford <u>Grade 1</u> Cindi Fabrizio Susan LaMotte Helen Matysczak Joanne Morrissey <u>Grade 2</u> Donna Bowden Joan Ciambella Diane Davos Brenda McWilliams	<u>Grade 3</u> Mary (Molly) Crowley Elaine Fiske Lori Hyland Jaime Lane <u>Grade 4</u> Christine Hassan Marcia Kalarites Mary Loosen Jennifer Siopes
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LOELLA F. DEWING SCHOOL

Cathy Ronan, Principal
Donna LeCam, Head Teacher
Elizabeth Robinson Head Teacher

<u>Kindergarten</u> Dolores Harrison Maureen McSheehy Kristi Rodgers <u>Grade 1</u> Lisa Cournoyer Shelley DeGrechie Patricia Fabrizio Maryellen Hirtle Claire Reed Patricia Stratis <u>Grade 2</u> Maureen Kane Kathleen MacLeod Shirley Sanford Carole Sullivan Barbara Vitallo	<u>Grade 3</u> Nancy Boyle Maureen Buckley Jane Kelley Mary Ann Primerano Sandra Ryan Loren Vella <u>Grade 4</u> Shannon Demos Lynn Francisco Marsh Michelle McGrath Lisa Parker Jeanne Pincher
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LOUISE DAVY TRAHAN SCHOOL
George Paul, Principal
Christine Themeles, Head Teacher

<u>Kindergarten</u> Jennifer Marcella Kathleen Mootrey <u>Grade 1</u> Maureen Jackman Ann O'Hara Betty Themeles <u>Grade 2</u> Catherine Brimer Donna Mooney Christine Themeles	<u>Grade 3</u> Trudi Hennemuth Karen Ware Elizabeth Zambella <u>Grade 4</u> Patricia Dias Barbara Krueger Judith Middleton
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NORTH STREET SCHOOL
Ralph Natola, Principal
Marjorie Conlon, Head Teacher

<u>Kindergarten</u> Dolores Harrison Marjorie Petalas <u>Grade 1</u> Ann Whynot Sheila Gurry Rita O'Sullivan Catherine Ventura <u>Grade 2</u> Deborah Brewin Teresa Enos Elizabeth Krzesinski Denise Morandi	<u>Grade 3</u> Mary Lou Adams Judith Allard Theresa Follett <u>Grade 4</u> Karen Cintolo Marjorie Conlon Kim Gagnon Michelle Gaudet
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<p>ELEMENTARY SPECIALISTS</p> <p><u>Elementary Librarian</u></p> <p>Jamie Foss</p> <p><u>Reading Specialists</u></p> <p>Catherine Gagne – Heath Brook School Gloria Graves – Trahan School Nancy Kalajian – North Street School Susan Lachance - Heath Brook School Elizabeth Robinson – Dewing School</p> <p><u>Elementary Art</u></p> <p>Kristen Kosiba – Dewing/North Street Schools Linda Malone – Heath Brook/Trahan Schools</p> <p><u>Elementary Music</u></p> <p>Marie Maranville – Dewing/North Street Schools Andrea O'Donnell - Trahan/Heath Brook School</p> <p><u>Elementary Physical Education</u></p> <p>Jodi Higgins - Dewing/North Street School David Marcus - Heath Brook/Trahan Schools</p> <p><u>Health Educator</u></p> <p>Mary Laffey</p>	<p><u>Behavior Management Facilitator</u></p> <p>Robert Ware</p> <p><u>Attendance Officer</u></p> <p>George Hazel</p> <p><u>Gifted and Talented</u></p> <p>Rosamond Dorrance</p> <p><u>K-4 Technology Curriculum Specialist</u></p> <p>Kathy Santilli</p> <p><u>MCAS SUPPORT</u></p> <p>Eileen Lindsey (Shared with Ryan/Middle Schools)</p>
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SPECIAL EDUCATION DEPARTMENT

School Adjustment Counselors and School Psychologists

Marsha Audette - North Street/Dewing Schools
 Melissa Bates – Middle School
 Alexandra Comer – Ryan School
 Linda Hamilton - Trahan/High Schools
 Colleen Leary – Dewing School
 Mariellen Nastasi – Heath Brook School

Speech Therapists

Kristen R. DiAntonio – North Street/Trahan
 Jan Fuller - Ella Fleming School
 Heather Hanson – Dewing
 Stefanie Waitte – Heath Brook

Early Childhood Specialist

Donna Greene – Ella Flemings School
 Patricia Keddle – Ella Flemings School
 Lisa Marcheterre - Ella Flemings School

P.D.D.

Patricia Martel – Trahan School
 Kristen Maguire – Trahan School

Physical Therapist

Jennifer Merrill – Systemwide

Occupational Therapist

Gail Bliss – Systemwide
 Pamela Pinard - COTA

English as a Second Language Tutor

Mary DiCiaccio

Early Childhood Facilitator

Mary Ann Storms

Moderate Special Needs Specialists

Mary Beth Aiello - Heath Brook School
 Kathleen Anderson – Ryan School
 Karen Bancroft – Heath Brook School
 Donna Blakeslee – High School
 Antonette Byrnes – Middle School
 Richard Camire, Life Skills, Middle School
 Emily Cotter – Dewing School
 Nancy Farrey-Forsyth – Middle School
 Patrick Galligan - High School Cs Mgr./TL
 Carole Ann Gallo – Heath Brook School
 Kevin Gibson – Ryan School
 Jane Goggin – Trahan School
 Donna Graham – Ryan School
 Robyn Hakala – Dewing School
 Lisa Hughes – North Street School
 Gretchen Hummrich – Ryan School
 Kim Hynes – Ryan School
 Sandra Keefe – Ryan School
 Mary Kennedy – High School
 Carolyn Kibbe – High School, Hearing Impaired /part
 time High School English)
 Roseanne Kolack – Middle School
 Kimberly LaFland – Heath Brook Kindergarten
 Renee Langlais – Heath Brook
 Donna LeCam – Dewing School
 Joan Lynch – North Street School
 Patrick McAndrews – High School
 Sharon Moser – Middle/Ryan School Cs Mgr.
 Kara Buckley Murray – Middle School
 Mary Elizabeth Nee – Heath Brook School
 Courtney Newberg – Dewing School
 Stephanie Pagiavlas – Middle School
 Diane Pellegrini – Ryan School
 Janet Reyes – Trahan School
 Elaine Riley – High School
 Thomas Shanley – High School
 Cindy Times – Middle School

EDUCATIONAL SUPPORT STAFF

Certified Aides

Kristine E. Benning – Ryan School
 Marjorie Jean Chan – Dewing School
 Elaine Ciccolella - Ella Flemings School
 Paula Curtin – North Street School
 Mary Ann Deshler – Special Needs – Middle
 Joanne Elwell – Spec Needs, Heath Brk School
 Marcia Freeman – Special Needs, Heath Brook
 Patricia Hunt – Ella Flemings School
 Pamela Lussier – Ella Flemings School
 Anne McGregor- Special Needs, High School
 Sheri Mulloy – Spec Needs - Heath Brook Schl
 Susan Mulno – Dewing School
 Lois Murphy – Spec Needs – H.B. Inclusion
 John O'Brien – Special Needs – High School
 Dennis Peterson, Jr. – Middle School
 Ted Skinner – Spec Needs - High School
 Maria Skoropowski - Spec Needs - High School
 Melanie Tirabassi – Learning Center - H. S.
 Dennis Winn – High School
 Sarah Yore – Life Skills – Middle School
 Anissa S. Zotos –Trahan School

Transportation & Facilities

David Libby – Center School

Non-Certified Aides

Kathleen Casey – High School
 Janet Davis – Kind. Aide – Heath Brook School
 Donna DePierro – Life Skills – Trahan School
 Gale Durkin - A.V. Aide - High School
 Judith Fitzgerald – Kind. Aide – Trahan School
 Patricia Gale – Kind. Aide – North Street School
 Christine Hirsh – Special Needs – Middle School
 Mary Lazzara – Kind. Aide - Heath Brook
 Denise Martucci - Kind Aide – Dewing Schl
 Beth Ann McDermott – Dewing School
 Mary Morris - A.V. Aide - Middle School Sch
 Kathleen Penney - Spec Needs Heath Brook
 Alison Shikles – Spec Needs, Dewing School
 Debbie Wells – Spec. Needs, Ryan School
 Patricia Welch – Spec. Needs, Ryan School

Network Manager

Keith Young – Center School

Technology Service Technician

Kevin Carey

School Nurses

Judith Hopkins
 Linda House
 Monica McBrine
 Sandra Miller – Assoc. Nurse
 Carol Moriarty
 Marcia Osterman
 Beverly Robinson
 Elaine Walsh

Library Aides

Lynnette Allen
 Gayle Bowers
 Christine Cote
 Ann Donnelly
 Judith Dziadosz
 Patricia Fothergill
 Barbara Keefe
 Dixie LeBlanc
 Evelyn McCabe
 Ellen-Dale Robichaud
 Mary Tozlowski
 Denise Trevor

School Secretaries

Jean Aylward
 Kathy Baker
 Jeanne Blackstone
 Rose Cochran
 Judith Colman
 Paula Coppola
 Anne Duncan
 June Fowler
 Joanne Kearns
 Louise Kelley
 Janice LaRocque
 Mary Maguire
 Eileen Mahoney
 Lisa Marget
 Annmarie McCormick
 Donna McKenna
 Kelly Mercier
 Patricia Meuse
 Patricia Napoli
 Diane Paglia
 Sarah Robson
 Barbara Sullivan, School Committee Secretary
 Deborah Sullivan
 Nancy Torname
 Sharon Zaremba

Food Service Workers

Robin Adams
Maureen Bedard
Elaine Bennett
Eileen Callanan
Linda Carter
Linda Castiglione
Lesley Craft
Barbara Curtin
Allison DeFelice
Carolyn DeSisto
Lynn DeVoe
Robin Foran
Anna Gaudet
Gladys Goldstein
Jane Grant
Denise Guiliani
Diane Hendrigan
Nancy Houmiller
Rosemary Indelicato
Joyce Kling
Carol Lennon
Christine Lopolito
Marie Murphy
Mary Beth Morello
Deborah Mugford
Yvette Payne
Grace Petkiewich
Patricia Reale
Tammy Rich
Kimberly Sheehan
Kathy Sholl
Barbara Stevens
Laura Sullivan
Holly Tellier
Roberta Waldrip
Jane Wilson
Janice Woodman

Maintenance and Custodial Workers

James Sharkey, Maintenance Foreman
Joseph Burke – Heath Brook School
Michael Carey - Heath Brook School
William Catherwood – Middle School
Peter Cote – High School
Charles Coughlin – Ryan School
Henry Dewing – Middle School
Benjamin Dobbin – High School
Travis Dobbin – Ryan School
Lynne Dykeman – High School
Richard Fallon – Ryan School
Thomas Gilbride – Maintenance
David Harrington – High School
Ronald Heald – Middle School
Bruce MacDonald – High School
Jon Marchand – Maintenance
Daniel Martin – Middle School
Joseph McCann – North Street School
Robert McCarthy – Dewing School
Kevin Morrissey – Center School
Terrance Neal – Middle School
Richard Newton - High School
Roy Osterberg – Ryan School
Donald Page – Heath Brook School
Ronald Page – North Street School
Roland Patterson – High School
Steve Patterson – High School
Carlos Rebelos – Ryan School
Joseph Rice – Trahan School
James Shimkus – Ryan School
Richard Stronach – Dewing School
Phillip Stone – Maintenance
Shawn Sughrue – Maintenance
Barry Sullivan – Ryan School
Barry Sullivan, Jr. – Ryan School
Peter Thuillier – Trahan School
William Wilson – Dewing School

Matron

Sandy Ryan – High School
Nancy Teas – Ryan School

Shawsheen Valley Regional Vocational / Technical High School District

The Shawsheen Valley Regional Vocational Technical School District is pleased to submit its 2003 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 34th anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The elected representatives of the 10-member Regional School Committee that governs the District are: Mark Trifiro and Donald Drouin from Bedford; Kenneth L. Buffum, Vice Chairman, and Bernard F. Hoar, Treasurer, from Billerica; Paul V. Gedick and Alfred Verrier from Burlington; J. Peter Downing and Patricia W. Meuse from Tewksbury; and James M. Gillis, Secretary, and Robert G. Peterson, Chairman, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand two hundred and ten high school students were enrolled in SVTHS's day school programs in October of 2003, and more than 600 adults participated in the school's various adult and continuing education courses.

The high school graduating class of 2003 numbered 241 seniors. By September of 2003, 38 percent of Shawsheen Tech graduates were employed in their area of expertise; 54 percent of the graduates were pursuing higher education; one percent entered the military forces; and seven percent were employed in other trade areas.

Shawsheen Valley Technical High School continues to benefit from a growing appreciation within the School District for the comprehensive secondary-level experience offered at the school. In its instructional approach, vocational education provides an immediate and realistic context for students, many of whom prefer and flourish in this type of hands-on, intuitive experience. The activities that comprise the state-of-the-art vocational curriculum not only result in unique educational achievement not realized in the traditional academic experience but also support a communication between the teacher and student whose historic origins lay in the relationship between the apprentice and the master crafter.

Academic Programs

The core of the Shawsheen educational experience also consists of a strong academic component, pre-eminent among the state's vocational schools in many standardized measures of knowledge and ability.

MCAS Performance: In the spring of 2003, Shawsheen's sophomores (members of the class of 2006) outperformed all other sophomores from all other Massachusetts vocational schools on measures of English Language Arts performance and on combined measures of English Language Arts and Mathematics performance. Within the regular-education population (students who are not identified as disabled and who are not receiving Special-Educational services), 94 percent of the tested students passed the MCAS test on their first attempt. Within the Special-Education population, 51 percent of Shawsheen disabled students passed the test on their first attempt. Both the regular- and Special-Education scores significantly exceeded statewide averages. Shawsheen has also had noteworthy success in attaining the MCAS standard through the performance-appeal and alternate-assessment options.

The performance of these students in the spring of 2003 — along with the improvement observed between that year and the preceding test years — strongly suggests the effectiveness of the English Language Arts, Mathematics, and Support Services programs and can be linked to:

- Extensive curriculum development and rigorous classroom instruction focused on outcomes aligned with Department of Education Curriculum *Frameworks* in all core courses.
- Application of computer assisted instruction to support and enhance attainment of essential skills.
- One-on-one tutoring involving prescriptive teaching strategies, level-appropriate instructional materials, and individual instruction utilizing MCAS test item analysis.
- Saturday MCAS-preparation sessions.
- Summer MCAS-preparation sessions including mathematics and writing clinics.

Athletics

For the third time in seven years, the athletic program was honored as the recipient of the prestigious Walter Markham Award, presented annually by the *Boston Globe* in recognition of the most successful vocational-school athletic program in the Commonwealth of Massachusetts.

Over 360 students participated in interscholastic athletics, capturing Commonwealth Athletic Conference championships in football cheerleading, girls' basketball, basketball cheerleading, baseball, and softball. SVTHS state-tournament qualifiers included the boys' soccer, girls' soccer, boys' basketball, girls' basketball, ice hockey, baseball, softball, and lacrosse teams. The wrestling and softball teams won state vocational titles. The baseball and girls' basketball teams also qualified for the state vocational tournament.

In addition to these outstanding teams, SVTHS athletics developed exemplary individual athletes. Jennifer Elwell of Tewksbury was selected to the *Boston Globe* and *Boston Herald* All-Scholastic softball team for the second consecutive year. Ashley Morgado of Wilmington became the highest basketball scorer in the school's history.

Building and Grounds

During the Summer of 2003, the Health and Fitness Center was completed. In addition, the first floor of the field house was completed. The parking lot was resurfaced and new curbing, where necessary, was installed. All sidewalks were crack-sealed and seal coated. Approximately 3,000 square feet of new flooring was installed to the corridors, and a new coat of paint was added. Five hundred student lockers were painted. Business Tech was rebuilt and new carpet was installed in that area. Floor improvements extended to the Internet Technology area, where new floor tiles were installed.

The safety committee made various improvements including new signage and the installation of safety air guns and additional fire extinguishers.

The annull fire suppressant system in the culinary arts department and bakery shop was replaced with a new fire-code approved system.

Adult Evening School: The Adult Evening School continues to offer a wide variety of opportunities to adults interested in expanding their knowledge and skills. More than thirty courses are offered during both the fall and spring semester. The enrollment in these courses has exceeded six hundred adult learners during the past year. Course offerings include a variety of traditional vocational programs such as welding, electrical, woodworking and collision repair as well as technical programs in Adobe Photoshop, web design, computer repair and computer applications. Residents interested in taking these and other types of practical courses are encouraged to call Mr. Raymond Callahan, Adult Education Coordinator at (978) 667-2111 for information and/or a brochure.

School of Practical Nursing: During June commencement exercises, the School of Practical Nursing graduated its eighth class, comprising 31 Licensed Practical Nurses. Since its inception in September of 1994, a total of 288 students have successfully graduated from this program and have gone on to rewarding careers as licensed practical nurses. This intense ten-month program offers qualified adults a combination of evening coursework and clinical externship experiences that prepare aspiring healthcare professionals for the licensed practical nurse exam. The significance and benefit of this valuable program to the community is magnified by the extreme shortages of qualified healthcare professionals that exist both locally and nationally. Residents interested in applying to the LPN program are urged to contact Assistant Director Patricia Noonan at (978) 671-3646.

Middle School Career Awareness: Over 350 middle school students from the sixth, seventh, and eighth grades of the five district towns participated in career awareness activities at SVTHS after school during the winter of 2003. Each student was provided with the opportunity to spend a total of five hours exploring each of eleven different career path options encompassing the manufacturing, transportation, services, information technology and construction industries. Mr. Mark Small administers this program. He can be reached at (978) 671-3615 for registration information. The program is free of charge and is available for district middle-school students. Busing is provided by SVTHS.

Tech Prep: SVTHS is very proud of the articulation agreements that it has developed with nine local colleges. Through the nationally recognized "Tech Prep" program, these agreements provide qualified SVTHS students with the opportunity to receive college credit for coursework completed prior to high-school graduation. Students receive post-secondary credit when they matriculate into a degree program at one of these institutions. These "Tech Prep" articulation agreements serve to further develop career paths for our graduates, maximize their interest in obtaining advanced degrees in their vocational-technical areas, and assure that students are engaged in a post-secondary educational career path that is both relevant and rewarding.

Summer School: SVTHS offered twenty courses to one hundred and forty-five students from surrounding towns and school systems during the summer of 2003. Courses were offered in English 8, 9, 10, 11, and 12; Mathematics 8, 9, 10; Algebra 1; Algebra 2; Geometry; U.S. History; World History (Civilization); World Cultures; Social Studies; Civics; Lab Physical Science; Lab Biology; Earth Science; and Physical Education. Many courses are team taught, requiring students to complete integrated research tasks in a state-of-the art PC lab. In addition, developmental and remedial instruction was offered by certified Consulting Teachers of Reading using traditional and technologically-assisted instruction. Individual and small-group pull-out tutoring is available for students whose Educational Plans stipulate these services. Individuals seeking summer-school information should contact Dr. Robert Kanellas, the Summer School Coordinator, at (978) 671-3631.

Computer Services

Student Information System: The Computer Services staff completed the 2003 Academic School Year using the new "iPASS" student information system. For the first time at Shawsheen, the system provided transcript information for the additional credits given for Health & Safety as well as Career Awareness from the freshman exploratory program for the ninth grade class. During the summer, all academic student scheduling as well as ninth grade exploratory scheduling was completed for one of the highest student enrollments in recent years. In addition, for the first time this past fall, freshman students received shop exploratory report cards at the same time as their first academic report card rather than later in the year. For the second quarter Mid-Term Progress reports, teachers used "iPASS" for the first time to enter grades for a new Mid-Term Progress report rather than doing the reports manually. At the end of the year, the computer staff started work on a Certificate of Occupational Proficiency report that will allow vocational teachers to provide each student with a detailed report of the student's competencies in his or her shop area.

Computer Network: In February, a new wireless computer lab was installed in the Automotive related lab. During the summer, the network staff redesigned the TCP/IP network and VLAN's to improve performance and manageability of the school network. The staff also converted the school's Windows NT 4.0 servers to Windows 2003 servers and Active Directory. In addition, a new Windows 2003 server was installed to support the increased requirements of the Special Needs department. The network staff also upgraded one of the academic computer labs with new Dell PC's during the summer and reconfigured the three Business Technology labs along with two reading labs. In the fall, the staff setup a new Cyber Imaging computer product, which allowed the Cosmetology department to increase their use of technology for the students. The staff also installed a new virus protection system on all desktop computers in the building.

Staff: Scott Ouellette was hired as a computer network technician in the Computer Services Department. Scott was the top graduate from the Internet Technology shop at Shawsheen Tech for the class of 2002. He is also working towards his Bachelor's degree at UMASS-Lowell.

Dean of Students

Project 540 Degrees, a nationwide initiative involving 250 high schools designed to encourage and engage young people in active citizenship, is continuing at Shawsheen Tech. Students involved in this exciting program have implemented a plan for creating awareness of Shawsheen's extra curricular activities through a bulletin board purchased with grant funds from the Pew Charitable Trusts. The students involved in the project facilitate dialogues in classrooms then create proposals for school and community change.

The Dean's Office *Team Dating Violence Awareness Group* plans to continue raising funds for a local shelter, to whom the group has donated \$319 towards the purchase of a new swing set.

Guidance

Admissions: Applications for the freshmen class for fall 2003 eclipsed five hundred. Three hundred twenty-five students were enrolled. These statistics reflect a continuing trend of increased interest in the technical education offerings of Shawsheen Valley Technical High School as well as a modest increase in the number of eighth-grade students in the district.

College and Career Planning Night: The annual college and career-planning night held in early November attracted over 400 people. In addition to Shawsheen Tech seniors and their parents, invitations were extended to eleventh and twelfth grade students residing in the five district towns.

This comprehensive endeavor included representation from 29 local colleges and career schools, five branches of the armed forces, and various local employers. In addition, financial aid strategies and resources along with a detailed presentation on the process associated with financial aid assistance were presented by a representative from the Massachusetts Education Financing Authority (MEFA).

Cooperative Education Program: The cooperative education program, which represents a partnership between Shawsheen Valley Technical High School and local industry, affords eligible students the opportunity to gain meaningful work experience in their field of study. In December 2003, over 70 seniors were in the cooperative education experience. Over 250 area businesspersons serve on Shawsheen Tech's Craft Advisory Committee — monitoring and ensuring up-to-date curriculum, equipment, content and technology. Among the first to hire graduates from school programs for which they actively serve as consultants, members of this comprehensive committee meet twice each year with Shawsheen Valley Technical High School administration and faculty.

School Council

During the 2002-2003 school year, the School Council, co-chaired by Assistant Superintendent-Director/Principal Robert Cunningham and parent Nancy Higgins, reviewed and recommended the initial school budget prior to submission to the School Committee and endorsed a new School Improvement Plan that enhanced curriculum standards, students' attitude for success, guidance services, communication, parent involvement, computer applications, professional development, and building needs.

Technical Programs

Automotive: The Automotive program successfully completed its three-year National Automotive Technician Education Foundation (NATEF) review, meeting all required standards with regard to curriculum, equipment, tools and teacher certifications. All instructors in the program are Automotive Service Excellence (ASE) certified expert technicians and are committed to keeping their knowledge and skills current. As a result of the faculty's ongoing, professional commitment, students are prepared to meet the standards of a constantly changing industry.

September marked the opening of Automotive program's renovated and upgraded related theory classroom. Completion of this project has made possible student access to a program called Automotive Information System using one of 20 on-line computers at each student desk. Automotive Information System is an unlimited curriculum and resource for safe auto-repair instruction, technical information, and the latest updates on specific jobs. The program also allows teachers to obtain lesson plans for job-specific repairs and data repair for every car used for demonstration or service.

The related classroom uses many engine mock-ups, parts displays, posters and even a full-size break-away car as instructional resources in formal instruction. The teacher's ability to visually and kinesthetically connect instruction to these resources conspicuously and measurably enhances the students' understanding of automotive theory.

Through capital funding, a new state-of-the-art alignment rack and lift have been purchased and installed in the shop. This purchase will allow the students the opportunity to develop competencies that will make them more marketable upon graduation. In addition, it meets the highest safety standards available in lift equipment today.

The automotive program continues to meet vehicle repair requests from our sending towns. The recent repair and painting of the town of Burlington's DARE vehicle is a good example of a project that helped the town and provided the students with a valuable learning experience.

Auto Body: The Auto Body program is a National Automotive Technical Education Foundation (NATEF) certified program, having met all the required standards for equipment, curriculum and teacher's certifications. Satisfying the rigorous standards of the National Automotive Technician Education Foundation (NATEF) requires instructor diligence and commitment to students. The single mission of the NATEF is to improve the quality of automotive service and repair.

Since the completion of the new automotive computer lab, Auto Body students are able to access the on-line NATEF curriculum, which allows them access to up-to-date automotive technology. The Auto Body program also added an online safety program to its curriculum this year. At the completion of this program, students receive a safety certificate that is recognized throughout the industry.

Air Conditioning & Refrigeration (ACR): ACR is a constantly changing industry. To meet the educational challenges of these changes, the ACR program has purchased and received donations of new air conditioning and heating technology equipment. Training students on the latest equipment is a critical requisite for meeting the expectations of future employers. Many of these donations were obtained from local businesses and advisory members who have supported the program for years.

The ACR program trains its students on real, live work through community work requests and major school projects. The students are presently installing a heating system at the Howe Museum for the town of Billerica. Two other important educational projects that ACR students have recently completed on Shawsheen Tech's grounds are the field-house heating and cooling systems and a cooling system for the science labs. ACR's curriculum includes a maintenance and trouble-shooting component that not only

provides necessary training to the students but also provides a valuable service to the SVTHS Maintenance department. This service is also cost-effective to the district.

New disconnect switches have been installed in all the student workstations, and a lock-out-tag out system has been purchased to enhance the shop's safety environment. The curriculum has been updated to include training in the system as well as many other new safety procedures for the program.

Business Information Services: The supervised externship program will be implemented during the third term this year. Students gain important office skills through this program and will be able to provide needed support and help to area town facilities during a continued time of fiscal restraint. Many of last year's seniors have continued in their positions as full-time employees at the various local businesses and town facilities.

The three business labs have been renovated to meet the technology standards of the industry. Changes have not been limited to the building itself, but equipment has been purchased as well, which will improve the efficiency of all the computer equipment in the labs. The completion of the project has resulted in a safer and improved environment for learning.

By completing Business Information Services' new Microsoft Training Program, many students have received a Microsoft Certification.

The marketing curriculum has been expanded this year to increase students' opportunities upon graduation. Competencies are developed through the operation of the school store and through the compilation, collection and distribution of the morning food break orders for the entire school.

Carpentry: The Carpentry department, along with all the construction trades, is in the process of completing a split-level house. The house will be turned over to the Billerica Housing Authority upon completion. The students developed skills in framing, exterior finishing, roofing and interior finishing through the construction of this home. This outside project not only provides students with valuable live work in which to develop competencies but also instills community responsibility in the students. The following are other community and school projects in which the department is involved:

- Shawsheen Tech field house.
- Shawsheen Tech baseball dugout renovation.
- Billerica Vining School sign.
- Billerica Elks gazebo re-roof.
- Billerica Howe Museum renovation.
- Burlington Police Station project.
- Tewksbury Elks picnic tables.

These projects provide a tremendous savings to the school-district towns and community organizations as well as work experiences for the students.

Cosmetology: The Cosmetology program has expanded its community service program in which teachers are accompanying 10th and 12th grade students to sending communities' nursing homes, senior centers and assisted living facilities. This year, the program was expanded to include a new elderly event, which was dubbed Elderly Citizens Day. On this day, elderly citizens are invited to the school for beauty makeovers and a lunch in the dining room. These types of programs provide students with real, live work and at the same time instills compassion for our elderly population. In addition, many of our local citizens take advantage of cosmetology's services at the school on a regular basis.

The Cosmetology program has recently purchased cyber-imaging software and an equipment program, which were recommended by the Craft Advisory Committee. As a result of this curricular this update, students will have the skill and knowledge to obtain employment in salons with the latest technology in hair design.

The Cosmetology instructors recently and proudly announced that all of the preceding year's Cosmetology graduates — seventeen students in all — have received their state cosmetology licenses. The breadth of this accomplishment strongly suggests the instructors' ongoing commitment to instructional excellence.

Culinary Arts: The Culinary Arts department is in the process of updating curriculum and equipment to meet the standards of the American Culinary Federation (ACF). Completion of the necessary documentation and an evaluation of the program by the American Culinary Federation (ACF) are being planned for this year. Once the program receives this certification, the students will have the opportunity to take the American Culinary Federation (AFC) exam and receive their American Culinary Federation (ACF) credentials. In addition, this year's culinary students will gain knowledge and skills that will prepare them to take the Serve-Safe certification exam. Many food establishments require this credential as a condition of employment today.

Overseeing the operation of the Ram's Head Dining Room continues to be a valuable aspect of the culinary program. The dining room allows the public to have an enchanting culinary experience four days a week for a very reasonable cost. Two noteworthy events for which the culinary department prepared meals during the current year included:

- The annual Craft Advisory Committee dinner for which they planned, prepared and served 250 Advisory Committee members, and
- Four citizenship awards banquets in which students were honored for high character.

Another key aspect of the Culinary program is the bakery, a program in which students learn to create breads and pastry and to operate a retail bakery, open to the public four (4) days a week. The bakery also supplies many items to the culinary program for the students' break service.

Diesel: The Diesel program has replaced their corrosive alkaline-based hot cleaning tank with a new environmentally friendly aqueous spray tank. This purchase has provided for a safer method of working with chemicals and produces no hazardous waste materials. Owing to the generosity of a local company, students are being trained on the operation of a donated automotive machine lathe, allowing them to develop competencies in boring, planning, and counter boring engines and cylinder heads. A Volvo Penta Marine diesel was also donated to the program recently for the purpose of training and testing students. The program continues to update its Mitchell on-Demand DVD system with the annual purchase of new software.

The Diesel program is National Automotive Technician Education Foundation (NATEF) certified, with the instructors meeting Automotive Service Excellence (ASE) certifications in all areas of instruction. Mr. Havens is also an evaluation team leader for the organization, which allows him to stay current with all regulation changes each year. In addition to National Automotive Technician Education Foundation (NATEF), the program maintains national certifications in Mechanical Repair Pollution Prevention and an online safety program called SP2.

Some of the work projects students have accomplished this year include the:

- Rebuilding of a Ford F-250 engine and transmission.
- Rebuilding a rear axle housing on a John Deere tractor.
- Reconditioning the fuel system, transmission, and brakes for a handicap van donated to Shawsheen Tech.

Drafting: The Drafting program is certified by the Drafting and Design Association — the first program in the Commonwealth of Massachusetts to receive this national certification. The association was so impressed with the quality of the application and knowledge of its instructors that they have asked Mr. Andy Botticelli, drafting instructor, to chair the curriculum committee for its organization and to provide support to other vocational schools in the Commonwealth. The 12th grade students will have the opportunity to obtain a certification from the Drafting and Design Association for the first time this year.

Some of the software programs on which drafting students are developing skills are: Auto-CAD, Solid Modeling, Pro-E, and G.I.S Terrain Modeling. Although the students adhere to a strict and vigorous curriculum, they still have the chance to gain real project experience by completing community requests and school drawing needs. The following are a few examples of completed projects this year:

- Shawsheen Tech's master signage plan.
- Shawsheen Tech's parking lot design.
- Design and construction drawings for the Girl Scout's ecology sign.
- Machine Shop renovation design and construction drawings.
- Billerica Fire Department's school floor plan project.

The efforts of the Drafting instructors have resulted not only in the most technologically advanced drafting program in the state but also — and more importantly — in pre-eminent learning and employment opportunities for their students.

Electronics: Based on Craft Advisory Committee recommendations, the Electronics instructors spent much of the recent summer redesigning the shop layout. Workbenches, equipment, computer stations, storage cabinets, and electrical and computer cables were moved. Although none of the relocations was easy, the dedicated Electronics instructors completed the tasks themselves, creating a shop environment that is more efficient and conducive to learning.

Through capital budget funding, the program was able to purchase Lab-Volt and NIDA computer-based instructional equipment. In order to utilize this equipment to its fullest capacity, the staff members developed a new curriculum, which exposes the students

to a much wider and more difficult range of projects. In addition, the curriculum was revised to include computer repair at the sophomore level.

In order to implement a rigorous curriculum reflecting technological changes, Mr. Richard Galante was added to the Electronics faculty. His extensive experience and knowledge of the electronics and computer industry has strengthened an already talented team of instructors.

Electrical: The Electrical students continue to gain a wide range of competencies through outside projects. They obtained skills and knowledge in the industrial aspect of the field this past year by completing the wiring of the school's new field house and concession stand. Completing the Billerica Housing Authority house project provided the students with the necessary residential wiring experience needed this year. The students are developing skills in maintenance and trouble shooting with an on going commitment by the department to support the maintenance staff with constant repairs requests.

To accommodate the physical demands of a growing student population, the program has redesigned its shop space to include more workstations. Disconnect switches were recently installed in each student workstation, creating a much safer shop environment with the integration of a lock-out tag system. The Electronics faculty expresses its professional gratitude to two Advisory-Council members, the Interstate and Tocco Electrical companies, for their donation of the equipment used to make this safe change possible.

Graphics: The Graphics department has kept pace with technology by purchasing new G5 computers and upgrading its operating system. Revisions were made in the curriculum to accommodate these purchases.

The students in the Graphic program develop valuable competencies by completing various printing projects for the school and district towns. The students also oversee the copying center where materials — such as student handouts, exams, and instructional worksheets — are duplicated for the administration and instructional staff.

Health: All Health seniors were placed at a medical facility or nursing home during the first week of school in the senior externship program, allowing them to gain experience working under real conditions, which is not possible in a school setting. Many of this year's seniors have been placed on co-op as Certified Nursing Assistants, Medical Assistants and Child Care Aides. This year's placement rate and externship program are good evidence that the program's curriculum is preparing students for today's job market.

CPR training will soon be added to the Medical and Nursing Assistant curriculum, and a one-year childcare theory course is being considered, based on the Advisory Committee's recommendations and employer needs within the district.

The Licensed Practical Nursing (LPN) program currently has 36 full-time evening students working at Tewksbury Hospital, Lowell General Hospital, and New England Pediatrics. The LPN students begin their studies in August each year and graduate the following June. The graduating class of last year had comprised 31 students, 29 of whom passed their state boards and received LPN certification.

Internet: The Internet program's two labs were completely renovated last summer necessitated by its expanded curriculum. Student workstations, which were designed built to facilitate the computer-repair component of the curriculum, have allowed more open space within the shop. Telecommunication, electrical and computer-service wiring were relocated; walls were painted; and new flooring was installed. In addition, three new servers along with a new Internet wiring system were purchased and installed by the students, giving them a practical, hands-on experience.

Due to a change in the curriculum this year, grade-12 students have been learning the software and hardware components of A+ computer repair technology, which has resulted in 17 of 19 students' receiving A+ certification in both areas. The remaining two students have passed the hardware portion.

Students in the Internet program are also exposed to the CISCO curriculum, which is based on the Certified Network Administrator Certification. Upon completion of this grade-12 curriculum, students will be prepared to take the certification exam. Other important additions to the curriculum include Microsoft applications and Unix and Java training.

The students have been involved in many community projects this year, which include:

- Fire Department Maps
- Billerica Plan
- Web upgrades

At the recent joint conference of the Massachusetts Association of School Committees and the Massachusetts Association of Schools Superintendents at Worcester Centrum Center, nine Internet students put on a high-technology demonstration, demonstrating their competency of Shawsheen's Internet students and, at the same time, the efficacy of the Internet curriculum.

Machine Technology: The Machine Technology program is a National Institute for Metalworking Skills (NIMS) certified program that has met all of the NIMS standards for curriculum, equipment and staff credentialing. Maintaining this certification is contingent upon students' earning credentials. At least 25% of the students have to pass the Level-I exam and 50% need to pass the Level-II. exam. As a result of meeting these criteria, NIMS has extended the certification until January 1, 2005. Due to the quality of the Machine Technology program and the instructor qualifications, NIMS has recruited the instructors to become part of their evaluation team for other schools throughout the state. For the first time last June, graduates qualified to take the NIMS certification exam. All the graduates took the exam and received the desired credentials.

In order to keep its equipment up-to-date and safe for student use, the Machine Technology program has rebuilt two lathes each year, recently completing that process. The program's CNC software program, Master Cam, was updated to insure that students are learning on the version most commonly found in industry.

As a way of meeting many machine competencies, the students in the Machine Technology program have completed several projects to support other program needs throughout the school and community including:

- New door signs for all school doors
- Clock for Parent Council
- Golf Tournament gifts
- Tewksbury water treatment plant flange project

Masonry: The Masonry students have completed work on the field house and concession stand. This project has allowed the students to develop advance competencies not otherwise possible, which included the construction of quoin corners and brick projections around all windows and doors, along with the tiling of all shower stalls. To complete this project, the students laid over 20,000 bricks and 6,000 blocks, poured and finished 150 yards of concrete, and installed 300 square feet of tile. In September, the students started the challenging task of rebuilding the baseball dugouts. The students will be matching the architectural design of the field house using similar brick and quoin corners, and — in this painstaking process — their workmanship will rise to the level of any in the trade.

The Masonry instructors have updated the program curriculum to include marble and granite competencies. The change in the curriculum was based on employment opportunities in the area and Craft Advisory Committee's recommendations. As part of their curriculum requirement this year, the grade-12 students completed a 10-hour OSHA safety course, an experience that will provide them with more employment opportunities upon graduation.

Metal Fabrication: The Metal Fabrication program has again made upgrades to its equipment and curriculum this year. Funds acquired through a Perkins Grant enabled the purchase of a new CNC break, which will support instruction in the latest CNC technology and, in turn, open a wide range of employment opportunities for the students. The safety features of this CNC break is second to none and will allow the student more independent use of the machine.

Because the Metal Fabrication program is a National Institute for Metalworking Skills (NIMS) certified program, the students will have the opportunity to take the NIMS certification exam this year. This certification is the most widely accepted in the industry. Students who obtain NIMS certification earn skill recognition, boost self-confidence, build creditability in the work place, and improve job opportunities and job placement.

The students have gained new knowledge and developed new skills completing projects that have benefited the school and town including:

- Billerica walkway bridge.
- Shawsheen maintenance repairs.
- Parent Council gifts.
- Golf tournament gifts.

Plumbing: Mr. Thomas Villandry accepted an instructor's position in the Plumbing department this year, bringing to the program invaluable experience and a master plumber's credentials. Upon his arrival, Mr. Villandry assumed responsibility for the grade-9 exploratory program and the grade-10 shop program.

Community and school projects are an important part of the program's curriculum as they provide students with real, live work. These projects give the students the opportunities to improve and complement basic competencies learned at the lower grade levels. Outside projects such as the Billerica Howe Museum and the school's field house allowed the students to develop industrial skills. Participating in the completion of the house project for the Billerica Housing Authority provided the grade-11 and -12 students with skills and knowledge in residential construction. Developing troubleshooting skills is also important and is accomplished through the program's maintenance curriculum, which also helps keep the school's plumbing system working effectively. An important maintenance project this year has been the repair and installation of eyewash stations throughout the school. Efforts from the Plumbing department, as well as the other construction programs, are helping Shawsheen Valley Technical High School become a safer place for students to learn and staff to work.

The instructors have constructed a new steel rack in order to facilitate the implementation of more advanced venting and drainage projects. This new rack system will facilitate the completion of shop projects that require various types of materials and clamping systems. In addition, this rack arrangement is much safer and provides more visibility of student activities in the shop.

Technical Illustration: Technical Illustration has made significant changes in its curriculum and equipment this year. Revisions have been made in the curriculum to support the upgrade in Photoshop, Desktop Publishing, Illustrator, and In Design software.

Through capital funding, the program purchased 20 new Macintosh computers and a computer mobile lab for their related program.

The continued success of Technical Illustration students at Skills USA-VICA demonstrates the level of instruction and the skills students developed in the Technical Illustration program. Students from the program earned three medals at state competition.

Meeting the requests and needs of the school and sending towns engages the students in live work that typically requires a demanding time-line and high-quality standards.

SKILLS USA-VICA: SKILL USA-VICA is a national organization allowing vocational/technical students the opportunity to enter specific skill competition and participate in numerous leadership events.

At the North District Conference last spring, 80 Shawsheen students competed and won 36 medals. Of those 36 students, 24 went on to win a medal in state competition, which included three gold medals. The three gold medal winners went on to compete at the national level and did an outstanding job representing Shawsheen Valley Technical High School in the area of Business, Masonry and Internet.

Certificate of Occupational Proficiency (COP): The COP is the Commonwealth's assessment program for technical education. It is being designed to measure the attainment of industry-based skill standards of students enrolled in technical education. Currently, the Department of Education has approved a competency list from the following eight occupations:

- Automotive Technology
- Cosmetology
- Culinary Arts
- Horticulture
- Carpentry
- Electronics
- Graphics Communications
- Marketing

Shawsheen has taken a leadership roll in the COP process with many of the school's instructors providing their expertise as committee chairpersons and/or members.

Safety: Under the direction of the Director of Community Services, Mr. Roger Bourgeois, the school is in the second year of a five-year process of developing and implementing a school wide safety and health plan. The development of this plan includes work practices, equipment, tools, environmental issues, and educational curricula in all programs. The committee overseeing the development and implementation includes administrators, teachers, students, and safety experts from industry.

The implementation of the plan began this year with a vocational staff member in each program developing a safety plan that included updated safety curriculum for each piece of equipment and work practices. A student record safety plan consistent throughout each program has been put into place. A safety audit has been conducted in each program to evaluate shop equipment

and environment. As a result, new safety equipment has been purchased, signage improved, storage practices changed, and environmental issues addressed.

Through the efforts of Mr. Roger Bourgeois and the instructors in the construction programs, all seniors in these programs have obtained an OSHA certification card. The students attended a 10-hour seminar at the onset of the school year, during which they learned all aspects of construction safety. This certification provides Shawsheen students with more job opportunities, since many construction companies require this certification as part of a hiring policy. Plans are also being completed to implement a 10-hour OSHA general industry safety program. Students who complete this program will obtain a 10-hour general industry OSHA card.

Conclusion and Acknowledgement

The SVTHS District School Committee, staff, and students gratefully appreciate the support that they receive from the residents of the 5-member District. The SVTHS family especially acknowledges the continued financial support of the local Town Managers, Finance Committees, and Town Meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

The District is grateful for the significant contributions provided by Shawsheen Tech staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2003. Those retirees are:

- Virginia Babine, Financial Administrative Assistant
- Daniel Dorazio, Groundskeeper
- Nancy Fox, Support Services Teacher
- Mary Hawes, School Office Secretary
- Alice Houghton, Dining Room Supervisor
- Mary Jamieson, Cafeteria
- Leslie Marsh, Permanent Substitute Teacher
- Pat McDonough, Cafeteria
- Margarida Mello, English Teacher
- Patricia Smith, Guidance Office Secretary
- Daniel Trainor, Guidance Counselor

COMMUNITY DEVELOPMENT DEPARTMENT

*Community Development
Building*

*Board of Appeals
Conservation Commission
Planning Board*

*Board of Health
Engineering*

Community Development

The Town of Tewksbury's Department of Community Development strives to manage and promote the highest quality of development by coordinating all land use matters in one department; providing information and creative recommendations based on sound planning practices; promoting and assisting sensible economic development; ensuring public health and safety by administering and enforcing applicable statutes, codes, bylaws and regulations; protecting the environment through conservation and wetland protection measures; and supporting other Departments in enhancing the community's quality of life.

The Department of Community Development consists of the following divisions: the Building Department, Board of Health Office, Planning and Conservation Office and the Engineering Office. Staff support is provided to four statutory boards: the Planning Board, Board of Health, Conservation Commission and Zoning Board of Appeals. Administrative support is also provided to the Master Plan Committee, the Planning Board's Zoning Bylaw Subcommittee and the Local Housing Partnership. In August 2003, the Department began to provide administrative support to the Board of Selectmen's Study Committee on the Mills Corporation.

Full time staff within Community Development include: Linda DiPrimio, Administrative Secretary, Walter Polchlopek, Conservation Administrator, Lisa DeMeo, Town Engineer, and Steve Sadwick, Director/ Town Planner. Dawn Cathcart continued to provide Recording Secretarial duties for the Planning Board, Board of Health and most recently for the Selectmen's Study Committee on the Mills Corporation. Allison Bradley continued to serve as Recording Secretary for the Conservation Commission and Local Housing Partnership and Cheryl Romano continued to serve as Recording Secretary for the Zoning Board of Appeals.

Office space consolidation was accomplished in the Spring of 2003 with all Community Development departments collated in one space at the DPW building. Health, Building, Conservation, Planning, Zoning, and Engineering are now serviced at one counter. The consolidation made efficient use of space, has increased effective communications and has provided one-stop permitting for applicants.

Master Plan Project

The Master Plan Project was originally initiated in July 2001 and its work was completed in 2003. Members of the Committee included Frank Sweet, Susan Duffy, Joe Gill, Nancy Reed, Stephanie Wilkie, and Sal Tornare.

The Town of Tewksbury's Master Plan Project is housed at the Department of Community Development. The six-member committee diligently worked through out 2003 in completing the project. The Master Plan was presented to the Planning Board and the public on September 15, 2003. Fulfilling statutory requirements, the Planning Board adopted the plan on September 15th. The Master Plan Committee had two remaining study areas that were reviewed between July and November 2003 by a Land Use Study Group comprised of Stephanie Wilkie, Nancy Reed, David Silva, Steve Deackoff, and Marcia DaSilva. On December 18, 2003, the Master Plan Committee held its final meeting and proposed two amendments to the Master Plan that the Planning Board will take up in early 2004.

The Master Plan will serve the Town as a policy guidance document for future land use decisions.

Affordable Housing

The Town's current MGL Chapter 40B affordable housing inventory is at 4.05%. Until the Town achieves 10%, it will be susceptible to Comprehensive Permits that over ride local regulations including zoning. The Local Housing Partnership spent an enormous amount of time and energy in attempting to address this gap as well as the Town's affordable housing needs. The

Partnership reviewed and provided recommendations for a proposal of 20 home ownership units on Livingston Street. The Partnership worked closely with the Master Plan Committee in developing affordable housing goals to be included in the Master Plan. The Housing Partnership also began a draft document entitled "Town of Tewksbury: Comprehensive Permit Policy." The intent of this document is to articulate the Town's preference with respect to comprehensive permit projects. This document is still under consideration.

In the Spring of 2003, the Partnership attempted to take advantage of a new Comprehensive Permit Regulation adopted by the State. The regulation would provide a one year reprieve from hostile comprehensive permits if the Town had a planned production strategy in place and was actually producing units. The Partnership drafted a plan and identified two parcels of municipally owned land. Both the plan and the two identified parcels were not accepted by the Selectmen. It was requested that the Partnership review additional municipal properties. The Partnership may consider a planned production strategy late in 2004.

A number of founding members of the Partnership left in 2003 and their dedication and hard work are greatly appreciated. Those members include, Michelle Walsh, Robert Kelley, Mary Ellen Fernald, Linda Brabant and Kathy Lee. The Partnership currently includes Corrine Delaney, Steve Deackoff, Greg Peters, Paul O'Neill, Marilyn Phelan, Vincent Spada, Jay Axeson, Brenda Packucki, and Raymond White.

Other Initiatives

The Department continues to work with the Planning Board's Zoning Bylaw Subcommittee in reviewing the Zoning Bylaw. In 2003, the Subcommittee proposed an earthmoving and clearing section to regulate these activities. Additional amendments to the bylaw included increasing landscape buffers, allowing bed and breakfasts in Multifamily Districts, revising zoning boundaries for action originally taken in 1995, and redefining manufacturing. The Zoning Bylaw Subcommittee also provided a draft noise bylaw to the Board of Health which they proposed as a general Town bylaw. Members of the Planning Board's Zoning Bylaw Subcommittee include Vincent Spada, Nancy Reed and David Plunkett.

In August of 2003, the Board of Selectmen created the Study Committee on the Mills Corp. proposal. This study committee is reviewing a project proposal made by the Mills Corporation for a mall in the South Tewksbury area. The committee has met approximately twice per month to receive information from the proponent and the public. The committee ended 2003 with the beginning of a peer review process. The peer review process will conclude sometime in the first quarter of 2004 and the Committee will forward a report to the Board of Selectmen. This report will serve as a basis for future decisions to be made regarding the proposal.

The Department of Community Development had a successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments and citizens in 2004, enhancing the quality of life in the Town of Tewksbury.

Respectfully submitted:

Steven J. Sadwick, AICP

Director of Community Development

Board of Appeals

Following is a breakdown of the activity on which the Board of Appeals acted during the year 2003:

32	Variances	-	18	Approved	4	Denied	10	Withdrawn
12	Special Permits	-	10	Approved	1	Modification Approved	3	Withdrawn
3	Party Aggrieved	-	1	Denied	2	Withdrawn		
5	Combination Variance/Special Permit - Approved							
1	Combination Variance/Special Permit - Withdrawn							
1	Comprehensive Permit - Withdrawn							
1	Extension of Special Permit - Denied							
1	Special Permit Court Case Remanded to the Town - Approved							
1	Party Aggrieved Court Case Remanded to the Town - Approved							

I would like to thank the public for their interest in the Board's activity. I also wish to thank my fellow Board members and the Community Development Department for their time and efforts on behalf of the Board.

Board of Health

Mission Statement: To protect the public and environmental health through health promotion initiatives, advising residents and businesses in compliance matters, and through fair and appropriate enforcement of local, state, and federal public health rules, regulations, bylaws and laws.

The Board of Health hereby submits the following activity report for the year 2003:

Strategic Planning

- Two Household Hazardous Waste Collection Days are held annually in conjunction with the recycling Committee's Environmental Days. Both days this year set records for attendance and waste deposited.
- Board of Health Regulations are continuously reviewed and updated as required. This year, the Board conducted major revisions to its Body Art Regulations in an effort to fairly regulate that industry while protecting the public health. Also, the Board assisted the Planning Board in developing a comprehensive Noise Bylaw which was adopted at the Fall Special Town Meeting.
- The Board was successful in obtaining a grant to offer Skin Cancer Protection Training to the children using the Summer Recreation Program. This grant allowed the purchase of several shade tents to provide a cool area for the children, as well as the purchase of wide-brimmed hats for the children to cut down on exposure to UV Light.
- Emergency Management Planning continues to be a priority as the federal government funds bioterrorism response planning. Staff has worked with the Emergency Management Director in completing two different needs assessments that will hopefully bring federal and state aid to our emergency response capabilities.
- The Board is actively working with the communities of Billerica, Chelmsford, Dracut, Lowell, Tyngsboro, and Westford in forming a regional coalition for response to public health threats within the area. When the set up is complete, agreements will be in place that will allow the towns to provide mutual aid response to each other, and will establish better communications among and protection of the staff and public.

Community Health Services

- Public Health Nurse Virginia Desmond continues to establish herself with the public and the seniors specifically. Her work includes investigating communicable diseases, distributing vaccine to doctors and the public, and offering limited care and referral services to the public.
- A decrease in the amount of Flu Vaccine provided by the state prompted the purchase of addition vaccine by the town for distribution. Publicity about early flu cases and the shortage of vaccine caused the staff to field numerous telephone calls requesting vaccine that was not available.
- An outbreak of Pertussis (Whooping Cough) was experience at the High School, resulting in 14 cases with over 100 direct contacts that needed to be investigated. Cooperation between the Health and School Departments in responding to this problem prevented it from being worse.

Environmental Activities

- All septic system work and inspection forms are reviewed by and filed with the Board's staff. Records dating to 1974 are generally available for review. With sewer construction expansion beginning this year, staff has seen a decrease in septic system applications, and has now begun assisting the Engineer with sewer connection inspections.
- The town continues to work with state and federal environmental agencies in dealing with the Rocco Landfill. The site was listed on the National Priorities List in the spring of 2001, making it eligible for federal funding and oversight. The work is ongoing, and far from over. This year alone, numerous hours were spent assisting with identifying historical photographs of the landfill, as well as negotiating the town's responsibilities within the group of responsible parties and with EPA.
- Special investigations and responses, including neighborhood complaints concerning the Tewksbury Rod and Gun Club, overflowing septic systems, illegal dumping, and housing issues have been addressed.

Animal Control Activities

- The retirement of long time Dog Officer Walter Collins brought change to that title, as it was eliminated and replaced with a new Animal Control Officer. Oversight of the Animal Control Program was transferred to the Health Department from Administrative Services, which will allow residents to contact one department for all animal related matters. Operations wise, this will allow the department to streamline responses, and will allow better response to animal issues.

- West Nile Virus again affected the community, but again, no human cases of the virus were identified from Tewksbury. The Central Massachusetts Mosquito Control Project assisted the town in treating catch basins, spraying in areas where mosquitoes were the worst.
- Beaver dams continue to bother several areas within the town. Numerous beaver dams were reviewed this year, with only a few meeting the emergency criteria allowing the Board to issue emergency breach and trapping permits.
- Rabies continues to be a concern as we respond to animal bite reports. Exposures include both human and animal victims. We again remind animal owners that state law requires rabies vaccination for all dogs and cats; it could save their lives.

Miscellaneous

- Over 500 permits in 18 categories were issued and administered.
- 144 complaints were investigated.
- Over 952 inspections and reviews were conducted.
- Prosecution of criminal matters in court required an estimated 7 hours of staff time.

The year 2003 resulted in many changes within the Board of Health and Health Department. Office space was renovated and reconfigured to allow for more integrated operations within the Community Development Department. The Board welcomed Jennie McCarthy, who was elected to serve out the term of her deceased aunt, Susan Sullivan. The Board also was able to enact a Charter change that will result in the expansion of the Board of Health from a three member elected board, to a five member board in 2004.

In personnel changes, we thank Dog Officer Walter Collins for his many years of service to the Town; Mr. Collins has decided to accept an early retirement package. We welcome incoming Animal Control Officer Brian Fernald, who has served for several years as a part time assistant to Mr. Collins.

I thank Board of Health members Stephanie Wilkie, Jennie McCarthy, and Edward Sheehan for the guidance and support. I also thank Operations Assistant Barbara Westaway, Sanitarian Dean Trearchis, Public Health Nurse Virginia Desmond, Animal Inspector Pamela Gorrasi, Recording Secretary Dawn Cathcart, and Assistant Dog Officer James Sitar for their dedication and service to the community.

Respectfully submitted,
 Thomas G. Carbone, R.S., C.H.O.
 Director of Public Health

**TEWKSBURY BOARD OF HEALTH
2003 ACTIVITY REPORT**

INSPECTIONS CONDUCTED

171	Septic System Inspections
168	Plan Reviews
27	Housing Inspections
2	Condemnations
28	Swimming Pool Inspections
14	Hotel Inspections
254	Food Service Inspections
32	Tanning Booth Inspections
29	Pump Truck Inspections
70	Test Holes
13	Massage Establishments
144	Complaints

PERMITS ISSUED

3	Septic Systems	- New
49		- Upgrade
19		- Repair
66		- Abandon
42	Septic Installer	
38	Septic/Offal/Rubbish Hauler	
9	Hotels/Trailer Parks	
20	Pools	
158	Food Service	
13	Frozen Desserts	
27	Animal	
33	Masseuse	
4	Funeral Director	
7	Tanning Booths	

COMMUNICABLE DISEASES REPORTED

17	Animal Bites
5	Campylobacter
	Chicken Pox
12	Giardia
2	Hepatitis A
4	Hepatitis B
19	Hepatitis C
1	Lyme Disease
1	Meningitis
14	Pertussis
1	Rocky Mountain Spotted Fever
2	Salmonella
1	Shigellosis
1	Streptococcus A
1	Streptococcus B
2	Streptococcal Pneumonia
3	Tuberculosis

Building

During 2003, the Building Department experienced a 12% reduction in number of building permits issued, however the value of the permits issued increased by 10% and the permit fees collected increased by 34%. The department also had some personnel changes with the acceptance of the early retirement bill. I would like to extend my thanks and gratitude to Pat Hennessy who contributed much to this department for the past 18 years. A new employee, Nancy Milano, was hired on a full time basis as an additional Administrative Assistant/Permit Technician to replace Pat. With the additional "one stop" permitting now handled by this department, it was decided that this position was needed. A new permitting package, which integrates with the existing town wide financial package, is being implemented as of January 1, 2004. Dawn Cathcart has done an outstanding job of working to get this system on line, which required many hours loading a lot of information into the system. The renovation work which physically incorporated Building, Planning, Engineering Zoning, Conservation and Health into one area was completed during the winter of 2003 and has received positive reviews from residents and others that utilize the permitting process. The internal communications between these departments was greatly enhanced. Building, electrical and plumbing fees were increased October 1, 2003 in order to bring these fees more in line with the surrounding towns. During 2003, the 2 final buildings associated with the old Tew-Mac Airport were finally demolished, bringing that era to a close. Additionally the old "Cathey Palace" was demolished and the resulting area was incorporated into the renovated Oakdale Mall parking area.

As I said above, the Building Department experienced an increase in the value of work permitted along with the fees collected as shown in the following chart:

	<u># of Permits</u>	<u>Value of work</u>	<u>Fees</u>
2002	960	\$ 30,318,752	\$ 194,981
2003	842	\$ 33,182,666	\$ 261,583
% change	-12%	10%	34%

Present activity includes these major housing subdivisions:

	<u>Emerald Court (Court St)</u>	<u>Stonebury Crossing Main St</u>	<u>Misc. single family dwellings</u>
Total # of units:	93 single fam	30	21
Permitted to date:	45	30	21
Occupied to date:	2	12	8

Commercial projects included:

- Oakdale Plaza Renovations, sched. complete 2004
- New Beer Distribution Warehouse, complete 2003
- Tewksbury Country Club Building, complete 2003
- Various Tenant Fit-ups for Restaurants, Office and retail space.
- Tewksbury Employees Credit Union

Municipal projects included:

- Wynn School Renovation. Completed 2003
- Water Treatment Plant Addition, sched compl. 2004

Additionally, the department issued 786 wiring permits, 1068 plumbing/gas permits, 100 sewer entry permits. Certificates of Inspection were issued to 65 establishments such as restaurants, function rooms, churches and schools. Building Inspectors performed approximately 1450 inspections.

ON THE HORIZON: (proposed projects to start during 2004.)

- Andover Rd. – Robertson Estates – 26 Single Family Homes.
- Small subdivision on Marshall Street

In the Weights and Measures Division, 258 gasoline dispensers, 85 scales and 12 oil trucks were tested and sealed. Five (5) investigations of wrongdoing were investigated. Fees collected were \$ 4,314.

Following is a breakdown of permits issued during 2003.

Respectfully submitted,
 Richard A. Colantuoni
 Building Commissioner

2003 BUILDING DEPARTMENT ACTIVITY REPORT

	<u># of PERMITS</u>	<u>VALUE</u>	<u>FEES</u>
Com ADDITION	8	\$1,418,050	\$10,586
Com DEMO	6	\$345,100	\$1,440
Com FOUNDATION	5	\$0	\$135
Com MISC	2	\$1,800	\$50
Com NEW BLDG	6	\$684,500	\$5,092
Com RENOVATION	8	\$547,000	\$4,863
Com ROOF	3	\$213,200	\$2,153
Com TEN FIT-UP	32	\$3,509,700	\$27,292
Mun ADDITION	1	\$2,545,000	\$0
Res CDD-IND/TH	45	\$5689,624	\$45,256
Res ADDITION	175	\$7,741,072	\$61,476
Res CHIM/FP	3	\$9,000	\$200
Res DECK	48	\$299,025	\$4,223
Res DEMO	11	\$251,000	\$1,214
Res FAMILY SUITE	13	\$1,266,500	\$7,460
Res FOUNDATION	37	\$357,000	\$5,022
Res MISC	1	\$1,000	\$50
Res NEW SFD	21	\$4,337,000	\$29,019
Res POOL	51	\$491,650	\$3,867
Res RENOVATION	107	\$1,111,192	\$8,768
Res ROOFING	92	\$603,674	\$5,204
Res SHED	39	\$112,180	\$1,106
Res SIDING	73	\$799,203	\$6,289
Res WOOD STOVE	16	\$20,291	\$800
TEMP TRAILER	3	\$11,500	\$250
TOTALS:	842	\$33,110,716	\$237,945
Com CERT of INSP	65	\$0	\$7,087
Res RECORDING	13	\$0	\$5,844
SIGNS	40	\$71,950	\$10,707
TOTALS:	118	\$71,950	\$23,638
WIRING PERMITS	786		\$35,479
PLUMBING PERMITS	594		\$23,077
GAS PERMITS	474		\$7,300
UNDERGROUNDS/REINSP	46		\$1,076
SEWER ENTRY PERMITS	100		\$3,480
WEIGHTS & MEASURES	NA		\$4,314
TOTALS:	2000		\$71,738
GRAND TOTALS:	2,960	\$ 33,182,666	\$ 333,321

Conservation Commission

The Conservation Commission consists of seven members, all of whom are appointed by the Board of Selectmen. The Conservation Commission Officers for 2003 are: Chairman, Stanley Folta, Jr.; Vice Chairman, Salvatore Torname; Clerk, Michael Kelley; Gregory Peters, Robert Ernest, Andrew Stack and Julie Bezoet DeBie. The Conservation Commission is designated with the responsibility of upholding the Tewksbury Wetland Protection Bylaw and the Massachusetts Wetland Protection Bylaw and the Massachusetts Wetland Protection Act (M.G.L. Chapter 131, Section 40). The Commission's primary goal is to protect wetland areas, adjoining land areas, riverfront areas, related water resources as well as administering permits and managing land for Open Space in the Town of Tewksbury.

During 2003, the Conservation Commission reviewed numerous Notice of Intent and Request for Determination of Applicability applications for work in the 100 foot wetland buffer zone and in some cases within the 200 foot riverfront area.

All applications submitted for action by the Conservation Commission requires a public hearing to be held at which time all abutters are given an opportunity to express their views. When all the information for an application is solicited, the Conservation Commission votes to either approve or deny the requested permit. If approved by the Commission, the Order of Conditions and Determination of Applicability will provide the mitigation required to protect the impact on wetland resource areas. If the permit is denied, the applicant can appeal the decision to the Massachusetts Department of Environmental Protection and to the Massachusetts Superior Court.

In 2003, the Conservation Commission issued permits for various projects. Each of these projects had several hearings with concerns from residents which resulted in the Conservation Commission spending much time in preparing the Order of Conditions permit.

The Conservation Commission has worked diligently in 2003 to protect the natural resources in Tewksbury as many parcels of land are under the management of the Conservation Commission for use as Open Space. All proponents of certain activities within 100 feet of a wetland resource area and within 200 feet of a perennial stream are advised that permits from the Conservation Commission are required to comply with local and state regulations as well as federal regulations. The Tewksbury Wetland Protection Bylaw has been amended to stipulate a 25 foot no disturb zone and a 50 foot no build zone adjacent to a wetland resource area.

The Conservation Commission meets on the first and third Wednesday of each month. All Conservation Commission meetings are open to the public and are held in the Town Hall Auditorium beginning at 7:00 P.M. and are televised on the local cable channel.

The Conservation Office which is part of the Department of Community Development is located in the Sughrue DPW Building located at 999 Whipple Road and is open to the public from 8:00 A.M. to 4:00 P.M. Monday through Friday.

Respectfully submitted
Walter S. Polchlopek
Conservation Administrator

Engineering

The Engineering Department's responsibilities cover a wide range of functions. These tasks are performed both independently and in conjunction with other Town departments, such as the Sewer Committee, the Planning Board, the Conservation Commission, the Board of Health, the Building Commissioner, and the Police Department Safety Officer.

The Engineering Department also supports all resident and contractor requests for information. Flood plain information, Right of Way limits, drainage information and copies of plans are examples of resident requests.

Master Sewer Project

In July, 2003, The Sewer Project began the task of providing municipal sewer to the remaining 60% of the town that does not have it. This Phase 6 (Contract 21) of the sewer project is the smallest of the remaining phases. It covers South Tewksbury from Hill St. to Salem Rd. and the neighborhood from McLaren Rd. to Tenth St. (McLarenville).

As of the end of 2003, this contract is ahead of schedule and under budget (63% of pipe installed, 53% of contract dollars expended, at 25% of schedule elapsed).

Communications and a good working relationship between the Engineering Department and CDM have proven to keep the project moving smoothly. This team has worked with the School Department to minimize busing problems and lessen the impact on the first day of school at the Trahan School.

Sewer Connections and Inspections

The Engineering Department issues permits to construct, repair, extend or connect to the municipal sanitary sewer system per approved plans. The required permit will only be issued to an individual who is officially approved by the Town. The Community Development Permit Technician tracks all permit documentation.

In 2003, 100 sewer connection permits were issued and each connection was inspected by the Engineer.

GIS

The mission of town government is to serve the citizens of the community, plan for and make decisions related to growth, and to maintain, manage, and protect community assets. To assist with meeting this mission, towns need easy and effective access to information. In addition, as the pace of life increases, municipalities simply need to get more done in less time with staff that does not increase proportionally with increased workload. Geographic Information System (GIS) technology is a vital element to address these needs.

Prior to implementation of a municipal GIS, many municipalities complete a GIS Needs Assessment. A GIS Needs Assessment is a report that is completed to identify the GIS-related needs of town departments, data currently maintained and used by each department, and computer systems and databases currently used within the Town. The Engineering Department is compiling this information to develop recommendations for GIS hardware, software, land base development, data development, training, staffing, and management. Based on departmental needs, an implementation plan is being developed. This implementation plan provides the recommended steps for developing the GIS and includes individual tasks, schedule, and cost.

Some of the data required for the GIS has been gathered. CDM, Northern Middlesex Council of Governments (NMCOG), and MassGIS have all provided some very good Tewksbury information.

Stormwater Management Plans and NPDES Permits

Through the Clean Water Act, all municipalities with populations over 10,000 people must create a Stormwater Management Plan. The Engineering Department created this document with the input and cooperation of the Town Manager, DPW, Planning, Board of Health, and Conservation. The Plan plots the actions to be taken over the next 5 years to educate the community about the importance of keeping our stormwater outfalls clean. There are also many action items Town departments must implement to keep Tewksbury in compliance with EPA regulations. The Engineering Department will track Tewksbury's progress against the SWMP and report back to the EPA.

The Engineer also filed a Notice of Intent with the EPA and MADEP to request a National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4), the MS4 General Permit. The permit has been granted and Tewksbury has been commended for the application that was filed. The EPA is using the Tewksbury NOI and SWMP as samples for other cities and towns to follow.

Intersection and Traffic Improvements

Several traffic improvement projects moved forward in 2003.

Main St./Shawsheen St.: The 100% design plans for this intersection were submitted to the town. MassHighway has one issue left to resolve before the job can go out to bid in 2004. This project will widen the intersection and provide left turn capabilities in all four directions.

East St./Chandler St.: This project has gone out to bid and a contractor has been selected. Work will begin as soon as the weather will permit. Signalization and crosswalks will be installed.

East St./Livingston St.: A Project Justification form has been filed with the state. This is the first step in acquiring funding for the project.

Engineering Department Web Page

In 2003, The Engineering Department Web page was unveiled. On this page you can find

- Status of the Sewer Project,
- Updates from the Sewer Committee meetings,
- How to connect to Sewer,
- The Town Stormwater Management Plan,
- Information on Street Opening Permits,
- How to get copies of maps and plans and Flood Plain data.
-

The web address is <http://www.tewksbury.info/dcd/engineering/index.html>. The information there is updated frequently.

Street Opening Permits

The following is the number of Street Opening permits filed in 2003.

- 9 General permits
- 63 Utility permits
- 71 Sewer project permits

The Engineering Department is looking forward to another busy year in 2004. The Sewer Project will kick into high gear, and GIS implementation as well as several traffic improvement projects should keep me busy.

Respectfully submitted,
Lisa E. DeMeo
Town Engineer

Planning Board

The Tewksbury Planning Board consists of five-elected town residents. The Planning Board Officers are Vincent Spada, Chairman, Robert Fowler, Vice Chairman, and Nancy Reed, Clerk. Other members of the Board include David Plunkett and Frank Sweet.

The Planning Board reviews all new commercial projects and residential subdivisions proposed for construction in Town. The Planning Board, working with the Building Commissioner and the Community Development Director, is responsible that new developments comply with land use regulations. The Planning Board strives to strike a balance between landowners right to develop and the interests of neighbors and the Town as a whole.

The Planning Board issued fourteen special permits for ten various commercial projects. There was one special permit extension, two site plan reviews for exempt uses, and two withdrawn applications. At the end 2003, there were two special permit applications that were in the middle of the hearing process.

Three approved residential subdivisions will add approximately 16 new lots.

In addition to fulfilling statutory duties as a special permit grant authority and subdivision control authority, the Planning Board continued to support three significant initiatives on behalf of the Town. The first initiative was the Master Plan Project. The Planning Board fully supported the 2 ½ year effort with two members, Frank Sweet and Nancy Reed serving on the Master Plan Committee. The Planning Board also remained committed to the Local Housing Partnership with Vincent Spada serving as the Board's representative. Finally, the Board's Zoning Bylaw Subcommittee continued to propose, review, and draft amendments to the Zoning Bylaw.

The Planning Board looks forward to implementing the Master Plan, which the Board adopted on September 15, 2003. There are numerous opportunities in the Master Plan to improve future land use decisions as well as initiatives to improve the quality of life for Tewksbury residents.

Respectfully submitted,
Vincent Spada, Chairman
Planning Board

FINANCE DEPARTMENT

Auditor's Report
Tax Collector

Board of Assessors
Computer Services

Treasurer's Cash
Webmaster Report

Auditor's Report

The Auditor's Office is responsible for review of all vendor payments and payroll, accounting for all revenues and expenditures, and maintaining the official financial records of the Town.

The Auditor's Office also coordinates the annual independent audit of the Town's financial statements which was last completed by Powers and Sullivan, Certified Public Accountants, on September 12, 2003 for the year ended June 30, 2003. The FY03 audit was the first done under the new reporting requirements of the Governmental Accounting Standards Board Statement #34 – Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments.

The financial results for fiscal year 2003 were not as favorable as in prior years due to significant cuts in state aid. Prior to FY03, state aid comprised approximately 23% of the total budget. In FY04, the Town's state aid was cut by \$965,000 thereby comprising only 21% of the total budget. In addition as a result of the poor economy and low interest rates, the Town had to use reserves for the second year in a row to continue to provide the same level of service as in prior year. The Town continued conservative spending of appropriations.

Effective July 1, 2003, a sewer enterprise fund was established pursuant to a vote taken at the October, 2002 Special Town Meeting. This special fund will be used to account for all of the activity of the Town's Master Sewer Project. Prior to its inception, all sewer activity was accounted for in the general fund.

Donna M. Walsh
Town Auditor/Finance Director

REVENUE

Taxes/Interest/Penalties:

Personal Property	2,202,999.71	
Real Estate	37,431,703.41	
Tax Liens Redeemed	526,845.78	
Foreclosure Vacated	0.00	
Tax Possession Sold	0.00	
Gain on Sale of Town Land	0.00	
Motor Vehicle Excise	3,736,710.03	
Penalties/Interest/Legal:		
Tax Titles	71,313.96	
Real/Pers/MVX/H20	90,952.45	
Payments in lieu of Taxes	33,687.53	
Proforma Taxes	0.00	44,094,212.87

Charges/Fees:

Sewer Connections	47,848.53	
Misc. Water/Sewer Service	2,254.05	
Water Rates	3,008,088.70	
Sewer Rates	1,305,872.58	
Water/Sewer Liens Interest	259,130.78	
Ambulance Charges	406,221.83	
Municipal Lien Certificates	115,295.00	
Collector Demands	49,412.78	
RMV Releases	14,320.00	
Sundry Rentals	240.00	
Tower Rentals	363,196.15	
Miscellaneous	57,992.50	5,629,872.90

From the Commonwealth:

Abatements:		
Surviving Spouses/Veterans/Blind	30,438.00	
Elderly	45,590.00	
Schools:		
Chap. 70 Aid	11,476,069.00	
Transportation	287,909.00	
Charter Schools	0.00	
Building Assistance	911,261.00	
Police Incentive	213,883.00	
Veterans Benefits	47,336.27	
Lottery	2,709,583.00	
Additional Lottery Aid	0.00	
State-Owned Land	90,971.00	
Medicaid Reimbursement	281,079.00	16,094,119.27

Other Revenue Sources:

Hotel Tax	346,128.00	
Investment Earnings	300,270.94	
NESWC Refunds	0.00	
Bond Premiums	159,567.37	
Sale of Fixed Assets	0.00	
Transfers from Special Funds	69,712.64	875,678.95

Departmental Fees:

Manager/Selectmen	3,948.61	
Cable Franchise	4,655.50	
Assessors	6,798.25	
Treasurer/Collector	4,901.92	
Clerk	36,390.47	

Planning	32,486.90	
Appeals	7,650.00	
Police	9,672.37	
Special Detail Adm. - Police	33,944.72	
" " " - Fire	2,233.67	
Fire Inspections	2,171.00	
Building	7,854.20	
Wiring	28,170.00	
Plumbing	32,983.00	
Weights/Measures	4,868.00	
Dog Officer	775.00	
Schools	0.00	
Public Works	10,686.05	
Water Connections	40,200.00	
Sewer Connections	161,750.00	
Sewer Applications	14,300.00	
Water Applications	825.00	
CRT Collections	1,460.00	
Title V	15.00	
Health Miscellaneous	2,642.70	
Recreation	14,730.00	466,112.36
Licenses/Permits:		
Alcoholic Beverages	64,350.00	
Selectmen	7,060.00	
Police	5,262.50	
Fire	6,830.60	
Building	207,234.40	
Public Works	2,400.00	
Health	33,525.00	326,662.50
Fines:		
State/Local Courts	78,497.50	
Library	9,956.58	
Parking	26,891.40	
Weights & Measures	0.00	
Zoning	0.00	115,345.48
Total General Fund Revenue		67,602,004.33

GENERAL FUND BALANCE SHEET
June 30, 2003

ASSETS

General Cash		6,538,654.54
Collector	300.00	
Appeals	200.00	
Schools	50.00	
Recreation	300.00	850.00
Uncollected Taxes:		
Personal Property:		
FY98	716.33	
FY99	962.45	
FY00	21,960.05	
FY01	21,442.32	
FY02	24,140.79	
FY03	(7,020.61)	62,201.33
Real Estate:		
FY99	(8,106.52)	
FY00	(21,554.51)	
FY01	(69,373.41)	
FY02	(157,498.86)	
FY03	477,575.56	221,042.26
Motor Vehicle Excise:		
Prior FY	0.00	
FY98	0.00	
FY99	26.25	
FY00	(134.91)	
FY01	24,922.65	
FY02	45,374.83	
FY03	215,877.75	286,066.57
Allowance for Abatements:		
FY98	(2,919.90)	
FY99	10,102.80	
FY00	(74,446.24)	
FY01	(209,624.75)	
FY02	(66,990.61)	
FY03	(162,286.68)	(506,165.38)
Other Receivables:		
Tax Liens/Titles/Possessions	1,474,116.99	
Taxes in Litigation	0.00	
Sewer Connections	37,992.76	
Water/Sewer Rates/Liens	574,772.41	
Misc. Water Services	6,388.20	
Water Application	225.00	
Ambulance Services	157,386.92	
Veterans Services	80,811.97	
Due From State	318,347.00	
Due From Employees	15,680.00	2,665,721.25
TOTAL ASSETS		9,268,370.57

LIABILITIES/RESERVES

Warrants Payable		1,408,050.27
Accrued Payrolls		343,983.67
Payroll Withholdings Payable:		0.00
Unclaimed Property:		
Abandoned	26,171.68	
Tax Refunds	26,211.87	52,383.55
Taxes Paid in Advance		124,918.19
Deferred Revenue:		
Taxes in Litigation	0.00	
Real/Personal Taxes	(222,921.79)	
Tax Titles/Possessions	1,474,116.99	
Motor Vehicle Excise	286,066.57	
Sewer Connections	37,992.76	
Water/Sewer Rates/Liens	574,772.41	
Misc Water Service	6,388.20	
Water Connection	225.00	
Ambulance Service	157,386.92	
Veterans Benefits	80,811.97	
TOTAL LIABILITIES		2,394,839.03
Fund Balances:		
Encumbrance Reserve	1,304,711.90	
Reserved for Expenditures	1,616,574.00	
Teachers Pay Deferral	(266,669.00)	
Petty Cash Reserve	850.00	
Unreserved Surplus	2,160,076.32	
Reserved for Future Year Debt	17,868.77	
Overlay surplus	600,000.00	
Overlay Deficit	(10,102.80)	
Snow/Ice Deficit	(479,113.33)	
TOTAL FUND BALANCES		4,944,195.86
Total Liabilities/Fund Balances		9,268,370.57

SPECIAL FUNDS

Town Revolving/Grant Accounts

Arts Lottery	11,827
Planning Sidewalks	41,099
Recreation Programs	172,103
Planning Consult-Existing	5,181
Planning Consult-New Projects	9,285
State Election/Primary	7,464
Community Policing	3,290
Drug Control	(1,609)
DARE Grant	45
Walmart Economic Development	5,000
Municipal Recycling Incentive	6,870
MHOA Grt	1,770
Road Improvement/Neswc	304,051
Bulletproof Vests	686
Gates Foundation	1,222
Police Safety Equip	17,049
Rte 133 Improvements	27,367
Cable TV Gift	45,699
DARE Gift	6,288
Fire Gifts	2,203
Thermal Camera Gift	351
Dog Pound Gift	500
Vicor Sewer	5,319
Sidewalk Gift	200
Patriotic Activities Gift	6,603
Homecoming Gifts	2,060
Library Gifts	77,865
Jones Library Gift	453
CPR Program Gift	562
Hydrant Gift	45
Recreation Gift	811
Recycling Committee	106
PAL School Custodians	866
Shawsheen & East St Improvements	20,000
Police Gifts	460
DPW Gift	250
Tax Assistance	4,807
COA Gift	6,480
Foster School Sale	25,083
Drug Forfeitures	7,896
COA Stipends	946
Conservation Engineering	2,540
Wetlands Protection Fund	45,116
Police Special Detail	34,343
Fire Special Detail	613
Water Connection Materials	10,906
Sewer Engineering Review	2,083
School Gas Reimbursement	9,580
St. Claire Sewer Escrow	225,000
Recreation School Custodians	224
Youth Football Phone	105
Dog Fund	3,923
Fire Hazmat	1,566
Recycling/Composting Bins	859
Woburn Street Improvements	25,000
Bond Revocation	10,000
Disaster Relief	1,433

Compensation Funds	580
Web Master	2,190
Oakdale Plaza	48,000
Revaluation	25,000
Master Plan	<u>28,275</u>
Total Town Revolving/Grant Accounts	<u>1,305,889</u>

School Revolving/Grant Accounts

School Lunch	467,894
Athletics	40,882
Textbooks	3,658
Adult Education	102,554
School Bldg. Rental	9,891
School Facilities Rental	1,861
Extended Day	94,651
High School Insurance	2,672
Heathbrook Rental	3,000
Team Chair	84,939
Met Grant	650
Literacy Project	8,361
Academic Support	3,392
Project Charlie	312
Remedial Reading	5,335
Early Childhood	6,074
FY2000 Class Size	922
Bell Atlantic Grant	2,041
Troops to Teachers	6,804
Enhanced Health	1,371
Enhanced Education	2,532
Improve Education Quality	9,650
UST Cleanup Grt	5,830
Education for Homless Children	3,311
Summer Academic Grt	32,612
State Assessment	137
Mental Health Support	(2,644)
Early childhood Training	3,500
Digital Gift	2,287
Wendy's Gift	60
School Technology Gift	4,598
Garelick Farms Gift	86
Walmart Gift	120
DARE	442
Trees	327
School Gifts	800
Ryan School Furnishings Gift	5,114
Space Day	3,196
Pelletier Scholarship	4
Middle School Gifts	551
Lan Gift	250
E-Rate	25,147
Center School Rental	6
Fleming School Rental	28
Total School Revolving/Grant Accounts	<u>945,208</u>

Capital Projects

Financial Software Purchase	3,319
Police Station	490
Track	6,960
Water Plant Expansion	15,028
Water Contract #20	12,819

South Fire Station	5,700
School Improvements	1,376
Wynn Middle School Study	7,387
Merrimac River Trail	(10,000)
South Street Water	3,103
Wynn School Construction	453,534
Town Hall Remodeling	6,422
Astle Street Water Tank	65,765
Center/Dewing School Improvements	3,103
DPW Building Improvements	1,396
Sidewalks	24,179
Senior Center	13,495
Rogers St Water	13,187
Anthony Rd Water	(290,191)
WTP Residuals	(260,563)
Water Phase 6	<u>100,000</u>
Total Capital Projects	<u>176,509</u>
Sewers	
Sewer Rate Relief	296,960
Phase IV	33,874
Fire Station/Trahan	1,473
Master Sewer	<u>(501,143)</u>
Total Sewers	<u>(168,836)</u>
Mass Highway Grants	
Sidewalk Grant	111
Chapter 90 (MA38193)	(100)
Chapter 90 (MA235293)	(5,746)
Chapter 90 (MA9420)	<u>(1,357)</u>
Total Mass Highway Grants	<u>(7,092)</u>
Trusts	
Conservation	111,700
Foster	20,418
Pierce	1,348
Cemetery	18,992
Stabilization	185,481
Fairgrieve	313,508
Mahoney	<u>1,548</u>
Total Trusts	<u>652,995</u>
Bank Books/Bonds in Treasurer's Custody	
Planning Projects	571,250
Sewer Installers Bonds	62,000
Conservation Commission	<u>228,000</u>
Total Bank Books in Treasurer's Custody	<u>861,250</u>
Agency Funds	
Criminal History Board	972
Parks Security Deposit	4,491
Teen Center Snack Bar Deposit	288
Real Estate Deposits	1,000
Student Activities	<u>24,486</u>
Total Agency Funds	<u>31,237</u>
Debt Outstanding	
Library	2,216,000
Police Station	2,740,000
Fire Station	1,163,400

Roof Repairs	197,450
School Roof Repairs	1,747,490
Ryan School	12,316,300
High School Track	42,500
School Tank/Asbestos	125,419
DPW Tank Removal	130,240
Town Hall Annex	238,000
Sewer Andover St	50,000
Sewer Phase II	300,000
Sewer Phase III	510,000
Sewer Main St	46,759
Sewer Phase 4 Town	2,379,890
Sewer Phase 5 Town	361,850
Sewer Phase 4 Trust	996,694
Sewer Phase 5 Trust	2,434,150
Town Offices	122,880
Water Tower Repairs	285,625
Sewer Trahan/Fire Station	257,625
Center/Dewing Schools Improvements	210,000
South Street Water	199,000
Fire Station	128,000
Livingston Park	80,000
Town Hall Remodeling	79,750
Water Treatment Plant	1,050,000
Water Mains 5/91	1,295,751
WTP Sludge	244,060
Water Mains 5/96	466,000
WTP Expansion	2,520,011
Water Mains 10/98	208,000
Water Andover/North St	75,000
Middle School	4,958,000
Senior Center	120,000
Greenmeadow Sewer	341,000
Rogers Street Water	<u>284,000</u>
Total Maturing Debt	<u>40,920,843</u>

Loans Authorized/Unissued

Master Sewer	246,000
Master Sewer	80,600,000
WTP Expansion I	2,924,000
Bike Path	30,000
WTP Expansion II	925
Middle School I	10,280,000
Middle School II	1,900,000
WTP Expansion III	3,000,000
Water Anthony Road	300,000
Sewer Seneca Road	<u>256,000</u>
Total Loans Unissued	<u>99,536,925</u>

DEBT ACTIVITY

Payments

Water Mains	268,220
Treatment Plant	618,145
Water Tower Repairs	36,500
School: Construction	1,031,125
Roofs	365,000
Asbestos	8,400
Track	8,500
Center/Dewing Improvements	30,000
Town Offices	33,180
Tank Removal	8,690
Sewers	907,371
Library	156,800
Police Station	250,000
Fire Station	84,750
Livingston St Park	10,000
Building Roofs	11,650
Senior Center	<u>30,000</u>
Total Principal Paid	<u>3,858,331</u>
Total Interest Paid	<u>2,051,802</u>

FY'2003 Appropriation Recap

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	500.00	500.00	0.00
Operating	100.00	20.00	80.00
SELECTMEN			
Salaries	23,588.69	23,587.84	0.85
Operating	116,851.31	109,535.12	7,316.19
MANAGER			
Salaries	310,555.00	310,005.41	549.59
Operating	6,874.72	6,549.41	325.31
FINANCE COMMITTEE			
Salaries	2,500.00	2,232.65	267.35
Operating	1,560.00	888.89	671.11
Reserve Fund	100,000.00	49,481.60	50,518.40
ACCOUNTING			
Salaries	165,134.00	162,889.18	2,244.82
Operating	9,912.00	9,291.06	620.94
COMPUTER SERVICES			
Salaries	126,199.03	126,199.03	0.00
Operating	117,123.53	116,475.29	648.24
Outlay	65,026.44	65,023.09	3.35
ASSESSORS			
Salaries	213,000.00	208,995.69	4,004.31
Operating	26,800.00	26,436.74	363.26
TREASURER/COLLECTOR			
Salaries	323,088.00	320,762.38	2,325.62
Operating	191,078.55	162,777.32	28,301.23
TOWN COUNSEL	102,000.00	101,234.99	765.01
PERSONNEL REVIEW BOARD	200.00	0.00	200.00
ADMIN. SERVICES			
Salaries	96,458.00	95,005.15	1,452.85
Operating	23,450.00	20,738.35	2,711.65
Outlay	0.00	0.00	0.00
CLERK			
Salaries	198,037.00	191,361.44	6,675.56
Operating	12,395.00	11,218.27	1,176.73
Outlay	0.00	0.00	0.00

	APPROPRIATED	EXPENDED	BALANCE
ELECTIONS			
Salaries	41,421.00	30,990.48	10,430.52
Operating	5,943.00	5,793.41	149.59
REGISTRARS			
Salaries	2,850.00	2,850.00	0.00
Operating	1,440.00	1,425.79	14.21
PLANNING			
Salaries	263,769.00	241,525.05	22,243.95
Operating	19,100.00	16,363.30	2,736.70
Outlay	0.00	0.00	0.00
CABLE TV			
Salaries	2,500.00	2,271.90	228.10
Operating	2,606.00	873.40	1,732.60
TOWN HALL			
Salaries	16,507.00	13,406.62	3,100.38
Operating	60,171.81	52,987.71	7,184.10
AUXILIARY BLDG. UTILITIES	37,426.00	30,436.55	6,989.45
POLICE			
Salaries	4,730,065.03	4,699,281.83	30,783.20
Operating	323,470.43	322,861.39	609.04
Outlay	183,693.91	177,917.70	5,776.21
AUXILIARY POLICE	2,210.00	2,192.50	17.50
FIRE			
Salaries	3,830,303.36	3,806,435.27	23,868.09
Operating	215,270.00	195,886.01	19,383.99
Outlay	241,902.00	236,915.33	4,986.67
BUILDING			
Salaries	260,794.00	256,699.91	4,094.09
Operating	9,070.00	7,450.61	1,619.39
Outlay	24,255.00	24,172.48	82.52
EMERGENCY MANAGEMENT			
Salaries	4,464.00	4,382.89	81.11
Operating	12,525.00	12,190.92	334.08
Outlay			
DOG OFFICER			
Salaries	53,141.71	53,141.43	0.28
Operating	4,658.29	4,518.83	139.46
Outlay	0.00	0.00	0.00
PARKING CLERK			
Salaries	2,000.00	2,000.00	0.00
Operating	2,700.00	1,705.07	994.93

APPROPRIATED	EXPENDED	BALANCE
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SCHOOLS

Salaries	20,802,402.00	20,801,280.59	1,121.41
Operating	7,844,430.18	7,836,016.42	8,413.76
Outlay	66,012.72	65,939.67	73.05

REGIONAL VOCATIONAL SCH.

3,342,083.00	3,342,083.00	0.00
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SCHOOL BUILDING CMTE.

Salaries	4,000.00	623.32	3,376.68
Operating	200.00	0.00	200.00

DPW

Salaries	2,142,214.50	2,126,421.21	15,793.29
Operating	1,685,676.26	1,585,917.84	99,758.42
Outlay	182,922.59	181,722.59	1,200.00

SNOW / ICE

Salaries	76,007.00	211,480.88	(135,473.88)
Operating	124,000.00	467,639.45	(343,639.45)

Street Lighting	138,529.00	126,375.09	12,153.91
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Rubbish Collection	940,355.00	940,354.48	0.52
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Rubbish Disposal	1,511,685.00	1,507,171.92	4,513.08
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Legal Services	45,788.49	45,788.47	0.02
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Rubbish Stabilization	557,678.21	557,678.21	0.00
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Recycling Programs	1,376.17	1,297.05	79.12
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Cemeteries	3,000.00	3,000.00	0.00
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HEALTH

Salaries	194,868.00	191,806.57	3,061.43
Operating	46,337.00	39,931.94	6,405.06

ELDERLY

Salaries	145,703.00	144,284.54	1,418.46
Operating	61,564.00	61,493.00	71.00
Outlay	0.00	0.00	0.00

VETERANS SERVICES

Salaries	62,025.00	62,024.02	0.98
Aid	106,000.00	98,339.45	7,660.55

EXCEPTIONAL CHILDREN

Salaries	23,184.68	23,176.38	8.30
Operating	15,376.50	14,469.50	907.00

PATRIOTIC ACTIVITIES

37,500.00	37,389.68	110.32
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HOMECOMING

Salaries	500.00	495.00	5.00
Operating	15,461.82	15,169.82	292.00

	APPROPRIATED	EXPENDED	BALANCE
LIBRARY			
Salaries	691,975.00	680,422.34	11,552.66
Operating	318,875.00	313,806.75	5,068.25
RECREATION			
Salaries	188,241.00	187,786.68	454.32
Operating	61,424.00	60,992.50	431.50
Outlay	0.00	0.00	0.00
DEBT/INTEREST			
Principal	3,962,831.00	3,858,330.66	104,500.34
Interest/Debt	2,051,803.00	2,051,802.18	0.82
Interest/Temp. Loans	396,524.88	267,661.31	128,863.57
EMPLOYEE BENEFITS			
Retirement	1,970,496.00	1,970,496.00	0.00
Teachers E.R.I.	0.00	0.00	0.00
Occup.Injury Reserve	67,927.39	67,927.39	0.00
Unemployment Comp.	16,130.00	14,971.05	1,158.95
Group Insurance	6,196,552.00	6,196,552.00	0.00
Medicare	320,673.12	320,673.12	0.00
FIRE /LIABILITY INSURANCE	489,030.00	489,030.00	0.00

Board of Assessors

John J Kelley, Jr, MAA, Chairman
Barbara A Flanagan
Susan Moore, MAA

Phone: (978) 640-4330
Fax: (978) 851-4849
email: assessor@town.tewksbury.ma.us
WEB SITE: <http://www.tewksbury.info.assessor>

		FY2003	FY2004
Total Taxable Value of Real Property		\$2,491,171,700	\$3,389,034,100
Total Taxable Value of Personal Property		\$97,098,230	\$106,443,240
Total Taxable Value of Real + Personal Property		\$2,588,269,930	\$3,495,477,340
Total Value of Exempt Property		\$179,653,300	\$187,194,800
Tax Rate, /\$1000	Residential/Open Space	\$13.60	\$10.39
	Commercial/Industrial/Personal	\$22.47	\$18.87
	Combined	\$15.69	\$12.09
	Motor Vehicle Excise	\$25.00	\$25.00
Appropriations	Town Meeting(incl. enterprise fund)	\$73,204,649	\$71,560,192
	State & County	\$272,730	\$398,598
	Overlay of Current Year	\$684,229	\$1,090,811
	Other Amounts To Be raised	\$559,227	\$811,157
	Gross Amount To Be Raised	\$74,720,835	\$73,860,758
	Other Receipts(incl. enterprise receipts)	\$34,100,915	\$31,586,498
	Net Amount To Be Raised By Taxation	\$40,619,921	\$42,274,260

The Assessors' Office is open daily from 8:30am to 4:30pm with extended hours to 7:00pm on Tuesday.

Treasurer's Cash

CASH ON HAND JUNE 30, 2002	\$24,444,552.07
RECEIPTS TO JUNE 30, 2003	\$101,823,666.92
	\$126,268,218.99

PAID ON WARRANTS TO JUNE 30, 2003	(\$108,233,229.60)
BALANCE JUNE 30, 2003	\$18,034,989.39

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

SCHOOL PROJECT-CHAPTER 645, ACTS OF 1948	\$5,964,800.00
WATER PROJECT-GENERAL LAWS, CHAPTER 44	\$6,627,447.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	0.00
	\$12,592,247.00

STATEMENT OF TOWN DEBT FISCAL YEAR BASIS

2004	\$3,643,820.27
2005	\$3,621,038.44
2006	\$3,513,784.36
2007	\$2,852,552.60
2008	\$2,741,454.02
2009	\$2,569,826.56
2010	\$2,463,130.82
2011	\$2,451,526.91
2012	\$2,225,337.68
2013	\$2,154,237.11
2014	\$2,158,154.89
2015	\$1,917,480.20
2016	\$1,916,857.63
2017	\$1,896,428.77
2018	\$1,445,000.00
2019	\$1,080,000.00
2020	\$780,000.00
2021	\$295,000.00
2022	\$295,000.00
	\$40,020,630.26

STATEMENT OF INTEREST FISCAL YEAR BASIS

2004	\$1,854,431.86
2005	\$1,681,746.67
2006	\$1,510,355.36
2007	\$1,344,355.90
2008	\$1,224,526.94
2009	\$1,108,458.14
2010	\$997,602.93
2011	\$888,541.73
2012	\$779,933.48
2013	\$679,016.08
2014	\$578,211.54
2015	\$481,765.91
2016	\$388,764.60
2017	\$295,256.25
2018	\$206,564.99
2019	\$130,379.99
2020	\$72,380.01
2021	\$29,500.00
2022	\$14,750.00
	\$14,266,542.38

CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2002

CONSERVATION	\$111,699.69
FOSTER SCHOOL FUND	\$20418.13
PIERCE ESSAY FUND	\$1,348.09
CEMETERY PERPETUAL CARE FUND	\$18992.86
STABILIZATION FUND	\$185,480.80
FAIRGRIEVE MEMORIAL FUND	\$317,627.25
MAHONEY FAMILY REWARD FUND	\$1,548.55
	\$657,115.37

Tax Collector

<u>REAL ESTATE</u>	<u>F/Y 2003</u>	<u>F/Y 2002</u>	<u>F/Y 2001</u>	<u>F/Y 2000</u>	<u>F/Y 1999</u>	<u>Prior Years</u>
COMMITMENTS	38,438,178.19	421.20	-	-	-	-
O/S 7/1/02	-	326,669.02	(21,277.07)	(1,203.05)	(8,106.52)	-
COLLECTIONS	37,525,966.50	267,282.66	-	2,409.11	-	-
ABATEMENTS	482,101.13	196,087.91	60,590.53	21,270.26	829.11	-
REFUNDS	179,223.61	163,199.83	12,084.33	483.80	-	-
ADDED TO TAX TITLE	138,947.75	185,650.29	(409.86)	(2,844.11)	(829.11)	-
ADDED TO TAX POSSESSIONS	-	-	-	-	-	-
TAXES IN LITIGATION	-	-	-	-	-	-
MISC ADJ	\$7,189.14	\$1,231.95	-	-	-	-
BALANCE 6/30/03	\$477,575.56	-\$157,498.86	-\$69,373.41	-\$21,554.51	-\$8,106.52	\$0.00

WATER/SEWER/SEWER CONN LIENS

COMMITMENTS	\$301,135.56	-	-	-	-	-
O/S 7/1/02	-	\$30,629.00	-	-	-	-
COLLECTIONS	\$230,357.09	\$13,530.26	-	\$117.02	-	-
ABATEMENTS	-	\$0.00	-	-	-	-
REFUNDS	-	\$0.00	-	-	-	-
ADDED TO TT	-	\$16,408.91	-	(\$117.02)	-	-
ADDED TO T P	-	-	-	-	-	-
MISC ADJ	(\$8,024.08)	\$183.66	-	-	-	-
BALANCE 6/30/03	\$62,754.39	\$873.49	\$0.00	\$0.00	\$0.00	\$0.00

PERSONAL PROPERTY

COMMITMENTS	\$2,181,797.40	-	-	-	-	-
O/S 7/1/02	-	\$83,788.72	\$26,084.80	\$22,741.47	\$12,520.81	\$11,645.13
COLLECTIONS	\$2,163,649.05	\$47,641.04	\$5,378.49	\$781.42	\$2,485.98	\$191.36
ABATEMENTS	\$39,841.23	\$13,514.15	-	-	\$9,273.69	\$10,737.44
REFUNDS	\$14,678.37	\$1,503.99	\$743.96	-	\$201.31	-
MISC ADJ	(\$6.10)	\$3.27	(\$7.95)	-	-	-
BALANCE 6/30/03	-\$7,020.61	\$24,140.79	\$21,442.32	\$21,960.05	\$962.45	\$716.33

MOTOR VEHICLE EXCISE

COMMITMENTS	\$3,235,221.55	-	-	-	-	-
ADD'L COMMITMENTS	-	\$599,473.19	\$67,249.26	\$1,083.64	\$86.25	-
O/S 7/1/02	-	\$202,815.30	\$43,627.92	\$28,818.23	\$30.00	\$0.00
COLLECTIONS	\$2,976,030.13	\$744,323.88	\$83,519.54	\$6,813.54	\$2,615.82	\$2,272.40
ABATEMENTS	\$61,743.84	\$67,404.76	\$8,175.90	\$23,279.52	-	-
REFUNDS	\$17,224.93	\$54,569.61	\$5,759.03	\$55.00	\$149.66	-
RESCINDED ABATEMENTS	-	-	-	-	\$2,376.16	\$2,272.40
MISC ADJ	\$1,205.24	\$245.37	-\$18.12	\$1.28	-	-
BALANCE 6/30/03	\$215,877.75	\$45,374.83	\$24,922.65	-\$134.91	\$26.25	\$0.00

Computer Services

2003 has been a very challenging year for the Computer Services Department. Beside the normal support issues and activities, more new application and technical research projects were started and completed. In addition, the fiscal nature of the State has had a major impact on the department; staff retirements, new hires, training, new requests, and department reorganizations. The demand to computerize Town functions has increased and stretched the CS staff capabilities. A key example is the increased requests and comments concerning the Town Web site and the demand on the new part-time Webmaster. At this time, I want to thank my staff for their dedication and professionalism in these trying times: Lisa Hanson, Systems Administrator and Peter Orio, Webmaster.

NEW PROJECTS:

MUNIS (Town Financial Application) activities are the still the major focus of the Department:

- The new Permit & Code Enforcement module installation project was started and a January 2004 target date for "live" use was set. The initial user is the Building Department with others to be added at a later date. There is a large amount of work to research, setup, and train the user but the expectations are very high that the finished process will justify the work.
- With the transition to Crystal Report, the number of enclosed reports from MUNIS has increased but the need for special reports has also increased because of the nature of Town processes. Staff has become adept at creating most reports and fulfilling requests.
- Staff continue to attend certain MUNIS classes (hosted at the Town Library), state User Group meetings and the Annual User Conference (in New Orleans, LA).
- Because of the manner in which Releases, Upgrades and Fixes have been installed and issues communicated by Town staffs, MUNIS requested that the Town become a Beta test site for these software changes. This is a credit to all major users of the application and indicative in the comprehensive manner in which the application is used and continues to evolve in use. This was the long-range plan when MUNIS was originally procured.
- Many municipalities have directly contacted the Town staff inquiring about our MUNIS installation. In addition at the request of MUNIS and in cooperation with them, several formal demos were offered by Town staff to new and old customers about our use and applications in place.

The project to upgrade PAMET (Dispatch application) was completed with all new hardware and software in place and users trained. With the new changes in the Police Department, PAMET support has changed. CS staff provides consulting support for the Police Server portion but primary support for the Fire Server portion.

Per request of the Auditor's Office and as a project team, a Document Imaging system was researched and procured. The LaserFiche application was chosen and installed by a local vendor, Duplitrone. Currently invoices and warrants are scanned and indexed for access at a later date.

HARDWARE & SOFTWARE:

The Department continues to provide primary support to the Town User community:

- The project to replace Pentium I class machines continues and 90% of client PC's were upgraded.
- The project to upgrade user PC's to Windows 2000 and Office XP also continues.
- Three (3) additional PC's were installed at the Senior Center to support Outreach Program workers that we hired to support the Senior Center activities.
- Per request, Internet access was provided to the Community Pantry as it evolves.

PUBLICATIONS:

The Department continues to be the publication group for the Town.

- Major projects include: Annual Town Report, Town Meeting Warrant, all Special Town Warrants, and Town Newsletters.
- In addition, the department continues:
 - to produce departmental business cards on request,
 - to scan forms and produce Word templates or documents,
 - to provide calendars for the Town Manager Warrant planning and the Recycle Committee, and
 - to provide service to transpose paper documents to Word or Excel format.
- Selected department organizational charts are maintained using Becker Chart software.

OTHER:

There has been an increase in the number of media reported Virus attacks. In an effort to proactively address this issue, the Department has placed more emphasis on performing the Microsoft Windows and Office Updates and monitoring that the McAfee Automatic updates are occurring on a regular basis.

The Department is a formal member of the GIS Project team. Staff has attended several GIS seminars and project meetings. The project is still in the early stages and participation will increase as the Project goes forward.

With the early retirement of many employees, the Department has received and responded to many requests to move data from PC to PC.

The Department also assisted in the procurement of a Building Maintenance contract for the Town Hall Annex. Building maintenance is critical since the key Financial servers are resident here.

Computer Services continues; to directly or indirectly provide support other town application systems; to provide additional individual user training on PC application use; to maintain and procure additional computer equipment; to provide Help Desk support; to provide consulting support on a variety of computer related issues and projects; to attend seminars and training classes to maintain and increase our knowledge level; to evaluate new hardware and software; and to attend User Group and professional meetings.

Respectively submitted,
Stephen M. Hattori
MIS Director

Webmaster Report

A special thank you to Michael Kelley for the implementation of the Tewksbury Web Site and the continued hosting of the site; we appreciate your fine work. Also, for the willingness to help and offer support.

New Additions

Enhancements to Existing Web Structure

I developed a Web Placement Request Form for present and future users of the Town of Tewksbury Web Site. We have had some success with this form and I plan to visit each department in the near future to update this form in person.

Honor Our Military

http://www.tewksbury.net/armed%20Forces/index_to_honor_our_military.htm

Office of the Town Clerk: Office: Major revamp for inclusion of anchors and hyperlinks.

http://www.tewksbury.info/townclerk/index_town_clerk_tewksbury.htm

Office of the Parking Clerk: New site for easier dissemination of Town by-laws concerning parking and fines.

http://www.tewksbury.info/townclerk/Parking_by_laws/office_of_the_parking_clerk.htm

Office of Voter Registration: New site for easier dissemination of voter information.

http://www.tewksbury.info/townclerk/Voter_registration/voter_registration.htm

Tewksbury Community Pantry: New site to promote the benefits of helping the less fortunate.

http://www.tewksbury.info/dcd/Community%20Pantry/Pantry/pantry_homepage.htm

Patricia Carter stated, "By the way, that was a huge success; it was amazing how much food we collected. We have been doing the tree for several years but never received as much food donations. I am sure it was because you put the notice on the town home page. I also believe the pantry website has generated a lot more interest in the pantry for donations. Thank you again for helping us with all of this. If you are ever looking to volunteer for anything, please don't hesitate to consider the pantry."

Tewksbury Senior Center: Major revamp of site to include a separate council on Aging. Easier to navigate site to find activities and start dates. The events also appear on What is New of the Home Page of The Town of Tewksbury

<http://www.tewksbury.info/seniorcenter/index.html>

Council on Aging: Separated from Senior Center for easier navigation.

http://www.tewksbury.info/seniorcenter/council_on-aging.html

Election Information: New site for the easier dissemination of information concerning candidate preparation and voter locations.

http://www.tewksbury.info/townclerk/Election_info/Election%20Information%20%20Town%20clerk's%20office.htm

Land Use Study Committee: New site for specific information and dates about meetings.

http://www.tewksbury.info/dcd/Land%20Use%20Study/index_land_use.html

Perkin's Study committee: New site for the study of the Mill's Project.

http://www.tewksbury.info/dcd/Perkin's%20Study%20Comm/index_perkin.html

A new addition to every site is the incorporation of an Agenda Folder and Minutes Folder. Upon visiting each Board or Department Page, the viewer has the ability to peruse current and past agendas and minutes. The exception to this is the particular Board or Department having a maximum time limit on viewing.

New Projects

Enhancements to Existing Town Departments and Web structure

Development of a robust search engine. This requires the ability to search sub webs as well as primary web. There are a number of programs available and I hope to do trials before deciding on a particular program.

GIS. As a member of the GIS Committee, I fully support the implementation of GIS on the Town of Tewksbury Web Site. I believe this will benefit the Town agencies and the web site.

Q Content. This is a software suite for enhancing the interactivity of the web site. I have tested some of the features.

GlobalScape Web Survey. This piece of software would allow polling of the citizens concerning a specific issue. This could be helpful to various Boards that would like straw input.

Continuing Projects

Short and Long Term Duration

GIS will be a phased project over a period driven by Town implementation and fiscal resources.

Software changes and additions. Potential change to Dreamweaver or a coexistence of FrontPage and Dreamweaver.

The addition of Plug-ins and software extras as Town Departments develop programs and awareness for the use of these additions

Planned updating of the Tewksbury Web Site to promote the Town and improve the sophistication of the visual aspects of the site.

Web Site Related Meetings

Maintain contact with Town Department Colleagues

GIS Committee

MIS Committee for the improvement of the web site

Attendance of meetings that have direct impact on the web site

Maintenance of Town Web Site

Posting of Agenda, Minutes, and Notices: By-law changes; etc, in a timely manner for Departments and Boards.

Consultation with key personal on various boards and departments concerning their specific web pages

Person to person meetings when requested to offer suggestions and help.

E-mail and/or telephone support to help with technical issues.

Backup and Sub-Backup Routines

Weekly backups on mirror hard drive and CD-RW.

Monthly backups on CD-R.

Files

All web related mail saved electronically

Web related requests saved as hard copies with changes notated.

Questionnaires and Approvals on file.

Web Placement Request Page.

Respectfully submitted,
Peter Orio Jr.
Webmaster

EMPLOYEE EARNINGS

TOWN EMPLOYEE EARNINGS

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>ADMINISTRATIVE SERVICES</u>			
Rose, William A.	43,924.66	198.11	44,122.77
Sitar, Melanie G.	43,609.43		43,609.43

<u>ASSESSORS:</u>			
Boudreau, Norman O.	5,199.27		5,199.27
Callahan, Edward D.	13,118.50		13,118.50
Flanagan, Barbara A.	1,100.00		1,100.00
Kelley, John J.	64,242.98		64,242.98
Lawrie, Linda M.	40,119.93		40,119.93
MacGilvray, Anne M.	2,104.87		2,104.87
Moore, Susan E.	1,200.00		1,200.00
Powers, Patricia A.	34,071.70		34,071.70
Singleton, Christine	37,037.62		37,037.62
Trudeau, Cynthia J.	4,700.70		4,700.70

<u>AUDITORS:</u>			
Curtis, Linda E.	1,529.34		1,529.34
Faherty, Cheryl A.	18,915.45		18,915.45
Gill, Donna J.	60,479.94		60,479.94
Walsh, Donna M.	80,051.29		80,051.29

<u>BOARD OF SELECTMEN:</u>			
Anderson, Kevin C.	1,730.70		1,730.70
Coldwell, Charles E.	5,803.81		5,803.81
Dennehey, Charlene A.	3,983.76		3,983.76
Gill, Joseph P.	5,076.97		5,076.97
Sears, Douglas W.	5,076.97		5,076.97
Selissen, Jerome E.	3,634.72		3,634.72

<u>BUILDING DEPARTMENT:</u>			
Cathcart, Dawn E.	37,078.81		37,078.81
Colantuoni, Richard A.	71,733.67		71,733.67
Delaney, Jeremiah	22,925.00		22,925.00
Hennessy, Patricia	25,472.56		25,472.56
Johnson, Edward P.	59,320.12		59,320.12
MacPherson, Russell R.	850.00		850.00
Mazzuchi, Catherine	680.82		680.82
Sargent, David	23,775.00		23,775.00
Stevens, Sandra L.	2,003.90		2,003.90
Sullivan, Harold J.	1,615.00		1,615.00

<u>CABLE TV:</u>			
Barros, Andrew N.	16.88		16.88
Bradley, David F.	861.59		861.59
Hicks, David H.	845.53		845.53
Morgan, Jeffrey J.	246.39		246.39
Smith, Cory D.	516.38		516.38
Yorba, Melissa	16.88		16.88

<u>COMMUNITY DEVELOPMENT:</u>			
Bradley, Alison M.	2,058.44		2,058.44
DeMeo, Lisa E.	50,548.95		50,548.95
DiPrimio, Linda A.	39,649.12		39,649.12
Miggos, Loretta	7,495.14		7,495.14
Plunkett, David J.	850.00		850.00
Polchlopek, Walter S.	49,352.38		49,352.38
Reed, Nancy L.	850.00		850.00
Romano, Cheryl A.	1,110.54		1,110.54
Sadwick, Steven J.	82,946.36		82,946.36
Spada, Vincent W.	1,112.50		1,112.50
Sweet, Frank R.	850.00		850.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>COMPUTER SERVICES:</u>			
Hanson, Lisa A.	45,834.35		45,834.35
Hattori, Stephen M.	82,051.89		82,051.89
Orio Jr, Peter F.	3,310.00		3,310.00

<u>COUNCIL ON AGING:</u>			
Brabant, Linda R.	65,914.52		65,914.52
Geddry, Sandra A.	9,240.00		9,240.00
Hazel, Carol A.	43,666.83		43,666.83
Noel, Robert S.	35,811.04	3,530.43	39,341.47
Wallace, Doris M.	8,700.00		8,700.00

<u>DEPARTMENT OF PUBLIC WORKS:</u>			
Barry, Cornelius J.	48,255.51	9,100.03	57,355.54
Belida, Robert A.	55,577.37	13,681.18	69,258.55
Burris, William R.	119,851.71		119,851.71
Bushway, John R.	271.69		271.69
Chandler, Kenneth	47,926.11	10,836.15	58,762.26
Chandler Jr, William	65,581.82	16,031.02	81,612.84
Conlon, Kevin M.	55,559.19	15,021.72	70,580.91
Deroche, George W.	61,972.96	18,291.49	80,264.45
Donovan, Michael B.	48,909.41	7,053.37	55,962.78
Gath, Brian R.	53,783.94	15,444.35	69,228.29
Giannetti, Frank P.	53,783.94	4,391.42	58,175.36
Gilbert, Kenneth T.	7,895.31		7,895.31
Gilbert, Lawrence J.	47,304.31	7,883.60	55,187.91
Gitschier, Erik R.	46,800.74	9,528.78	56,329.52
Hirtle, Mathew T.	37,374.68	5,004.95	42,379.63
Hudson, Royal R.	61,964.27	18,993.54	80,957.81
Kane, Lawrence G.	55,103.95	5,763.79	60,867.74
Lambert, Paul F.	7,224.27		7,224.27
Layne, Kenneth W.	35,723.43	3,184.00	38,907.43
Lightfoot, Ernest J.	65,629.19	27,217.90	92,847.09
Lightfoot, James M.	56,877.87	9,860.80	66,738.67
MacGilvray, Allan P.	5,039.92		5,039.92
Marion, Bernard H.	42,637.26	7,484.68	50,121.94
Marion II, Louis E.	37,945.08	5,302.82	43,247.90
McCarthy, John P.	7,564.90		7,564.90
Miner Jr, Robert H.	47,474.25	6,851.84	54,326.09
Monahan, Linda M.	52,071.91		52,071.91
Nolan, James E.	11,729.49		11,729.49
Nolan, Robert J.	55,142.94	7,351.15	62,494.09
Patterson, Susan M.	32,914.80		32,914.80
Peters, Michael D.	52,303.58	10,151.29	62,454.87
Privetera, Melissa L.	45,195.01	977.94	46,172.95
Richards, Clarence A.	2,163.00		2,163.00
Ryan, Jordan R.	94.50		94.50
Ryder, Wayne E.	383.07		383.07
Salerno, John M.	48,836.41	13,364.02	62,200.43
Shimkus, James P.	2,463.44		2,463.44
Stoddard, Richard E.	60,328.77	24,997.55	85,326.32
Stronach, Timothy	54,083.95	13,685.63	67,769.58
Sweet, Bruce A.	57,074.36	12,041.43	69,115.79
Sweet Jr, Bruce A.	64.13		64.13
Terrazzano, Virginia M.	5,300.56		5,300.56
Vieweg Jr, Edward L.	53,754.45	9,709.54	63,463.99
Vonkahle, Steven J.	31,100.08	2,984.64	34,084.72
Ward, Jack W.	54,833.94	18,311.27	73,145.21
Westaway, Richard L.	58,178.42	8,759.53	66,937.95
Wilkinson Jr, William J.	65,191.71	35,348.60	100,540.31
Wood, Mark P.	41,123.22	12,090.66	53,213.88
Zediana, Lewis W.	72,227.98	1,367.10	73,595.08

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>DOG OFFICER:</u>			
Collins, Walter	48,946.31	131.57	49,077.88
Fernald, Brian G.	16,564.55		16,564.55
Sitar, James D.	660.28		660.28

<u>ELECTION OFFICERS:</u>			
Bairstow, Laurence B.	552.00		552.00
Bairstow, Suzanne R.	76.00		76.00
Beattie, Eleanor M.	218.00		218.00
Beattie, Mary	218.00		218.00
Belbin, Evelyn M.	106.00		106.00
Bullen, Susan M.	242.00		242.00
Callahan, Angela T.	198.00		198.00
Callahan, Anne M.	400.50		400.50
Carroll, Alice A.	302.50		302.50
Casazza, Mary A.	555.00		555.00
Conlon, Phyllis E.	218.00		218.00
Coviello, Anne B.	264.00		264.00
Coyle, Rita	555.00		555.00
Cuskey, Lorraine M.	9,062.61		9,062.61
D'Amico, Bertha M.	283.00		283.00
French, Leighanne M.	110.00		110.00
French Jr, Warren J.	228.00		228.00
Gardner, Susan M.	168.00		168.00
Gibson, Philomena	112.00		112.00
Golen, Alice	495.00		495.00
Hadley, Shirley C.	106.00		106.00
Haines, Elinor T.	4,487.30		4,487.30
Hair, Helen A.	168.00		168.00
Hurton, Priscilla	258.00		258.00
Iandolo, Grace R.	220.00		220.00
Keefe, Ellen M.	285.50		285.50
Kobelski, Carol M.	64.00		64.00
Krugh, Rosemarie A.	390.00		390.00
Lefave, Verna T.	216.00		216.00
Luongo, Yolanda	242.00		242.00
Magro, Marie T.	403.00		403.00
Maher, Katherine M.	244.00		244.00
Maloney, Marie E.	54.00		54.00
Marchessault, Muriel	100.00		100.00
Marzeoli, Donald M.	108.00		108.00
Maxwell, Aurore G.	218.00		218.00
McCusker, Jeanette	56.00		56.00
McGloughlin, Rosalie C	200.00		200.00
McGrath, Dorothy E.	418.00		418.00
McKenna, Rose M.	108.00		108.00
Morelli, Ann M.	207.00		207.00
Nichols, Mary Anne	525.00		525.00
O'Brien Dee, Rita	320.50		320.50
Patterson, Stephen R.	324.00		324.00
Pepin, Mary	254.00		254.00
Pilcher, Mary	420.50		420.50
Power, Daniel E.	130.00		130.00
Power, Elena	124.00		124.00
Pozerski, Jeanette	318.00		318.00
Rizzo, Marcie L.	160.00		160.00
Sederquist, Evelyn	216.00		216.00
Seluk, Margaret	198.00		198.00
Shaw, Phyllis H.	100.00		100.00
Sprague, Bernice	558.00		558.00
Stanley, Christina R.	504.00		504.00
Stanton, Helen F.	134.00		134.00
Wolfe, Cecilia T.	340.00		340.00

<u>EXCEPTIONAL CHILDREN:</u>			
Carapellucci, Matthew J.	1,336.00		1,336.00
Cedorchuk, Shawn S.	2,616.00		2,616.00
Doherty, Kevin M.	1,809.50		1,809.50
D'Onofrio, Aleece E.	2,442.00		2,442.00
D'Onofrio, Michael F.	1,424.00		1,424.00
Flynn, Chester H.	4,657.12		4,657.12
Monaco, Melinda K.	2,134.00		2,134.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Mulligan, Matthew	2,810.50		2,810.50
Smith, Jillian K.	1,133.00		1,133.00
Sullivan, James M.	1,809.50		1,809.50

<u>FINANCE COMMITTEE:</u>			
D'Entremont, Leann K.	2,179.21		2,179.21

<u>FIRE DEPARTMENT:</u>			
Austin, David L.	40,224.43		40,224.43
Austin, Scott D.	5,575.12	335.34	5,910.46
Brothers, Patrick M.	48,863.77	13,278.92	62,142.69
Brothers, William P.	52,846.01	13,812.51	66,658.52
Bruce, James W.	49,861.92	15,056.99	64,918.91
Burris, John W.	59,470.26	11,484.47	70,954.73
Calistro, Robert B.	62,217.87	10,790.13	73,008.00
Callahan, Michael P.	60,972.12	19,018.81	79,990.93
Carney, David A.	52,928.95	16,997.89	69,926.84
Coviello, Virginia H.	5,031.98		5,031.98
Dogherty, Joseph S.	52,169.03	5,045.15	57,214.18
Doherty, Patrick S.	52,371.32	15,566.87	67,938.19
Eldredge, Steven C.	11,973.24	1,063.24	13,036.48
Forero, Oscar O.	52,874.04	12,750.40	65,624.44
Fortunato, Joseph C.	53,192.57	14,315.70	67,508.27
Fowler, Robert A.	77,976.18	29,225.87	107,202.05
Giasullo, Jeffrey	49,741.90	15,835.78	65,577.68
Giasullo Jr, James A.	51,511.88	9,404.68	60,916.56
Gillis, Joseph S.	48,863.80	7,098.84	55,962.64
Gosse, William R.	48,512.04	13,273.85	61,785.89
Gourley Jr, Russell W.	58,041.76	6,574.83	64,616.59
Greer Jr, Donald	53,747.21	11,692.34	65,439.55
Guttadauro, Paul F.	50,242.56	13,578.09	63,820.65
Hamm, Richard E.	60,770.96	12,701.25	73,472.21
Hazel, Michael A.	63,508.63	17,218.18	80,726.81
Holden, Timothy J.	52,079.01	13,105.31	65,184.32
Hurley, Brian J.	48,945.10	5,143.07	54,088.17
Karlberg, David R.	53,402.58	20,360.98	73,763.56
Keams, Joseph W.	54,588.58	17,054.61	71,643.19
Keddie, Scott A.	63,943.37	17,940.46	81,883.83
Kerr, Gary O.	61,652.40	18,406.61	80,059.01
Lawrie, Dale M.	48,330.74	4,015.60	52,346.34
Levy, David W.	65,590.50	18,791.95	84,382.45
Levy Jr, David W.	49,343.78	16,122.43	65,466.21
Lightfoot, John K.	71,283.63	17,218.86	88,502.49
Little, Robert	50,118.69	12,080.66	62,199.35
Mackey, Richard	72,386.51	27,362.72	99,749.23
McGlaufflin, Russell J.	51,245.79	11,374.05	62,619.84
Merrill, Christina M.	5,575.12	670.67	6,245.79
Niven, Timothy	63,341.99	15,281.18	78,623.17
O'Neill, John	69,254.17		69,254.17
Perry, Susan M.	33,586.89	51.89	33,638.78
Powers, Stephen M.	57,701.49	11,449.03	69,150.52
Reed, Bruce A.	89,371.35	24,307.23	113,678.58
Rosemond, Alan L.	53,666.70	13,994.38	67,661.08
Ryan, James P.	76,916.81	20,781.90	97,698.71
Ryan, Thomas	116,333.14		116,333.14
Sandberg, Kenneth J.	26,101.25	5,746.77	31,848.02
Sitar, Daniel	53,129.09	13,330.27	66,459.36
Sitar Jr, Michael W.	73,748.23	24,546.58	98,294.81
Small, Daniel T.	51,511.88	9,218.06	60,729.94
Spencer, Steven M.	47,964.68	14,005.29	61,969.97
Vasas, Albert J.	60,204.23	15,658.02	75,862.25
Viscione, Jon	63,092.83	17,340.24	80,433.07
Vonkahle, Vance	56,460.95	1,371.39	57,832.34
Yost, George	116,425.14		116,425.14

<u>HEALTH DEPARTMENT:</u>			
Carbone, Thomas G.	73,277.72		73,277.72
Desmond, Virginia F.	20,752.86		20,752.86
Gorrasi, Pamela J.	3,181.21		3,181.21
McCarthy, Jennie M.	134.62		134.62
Sheehan, Edward J.	350.00		350.00
Sullivan, Susan A.	161.54		161.54

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Trearchis, Dean	56,730.63		56,730.63
Westaway, Barbara	48,920.62		48,920.62
Wilkie, Stephanie J.	450.00		450.00

LIBRARY:

Bangs, Judy A.	28,354.80	824.73	29,179.53
Berlik, Elizabeth M.	38,785.03	113.58	38,898.61
Blaisdell, Christine V.	17,913.04	614.96	18,528.00
Cote, Amanda J.	880.95		880.95
Couture, Noelle B.	33,611.05	59.19	33,670.24
Crowe, John J.	33,772.48	1,478.12	35,250.60
Desmarais, Elisabeth	77,389.75		77,389.75
Fowler, Marilyn H.	28,354.80	524.94	28,879.74
Goodchild, Christine A.	40,430.53	1,793.53	42,224.06
Grasso, Karen A.	30,261.11	450.93	30,712.04
Holland, Gail M.	30,054.25	918.41	30,972.66
Holland, Stacey R.	2,490.75		2,490.75
Kutcher, Mary E.	35,560.22	76.44	35,636.66
Lightfoot, Jamie M.	25,234.80	1,270.18	26,504.98
Loneragan, Bridget A.	30,300.14	408.85	30,708.99
MacLeod, Heather I.	3,694.08		3,694.08
Maffeo, Dennis J.	3,014.83		3,014.83
Mullane, Lauren D.	877.50		877.50
Newton, Jennifer E.	28,354.81	625.06	28,979.87
O'Toole, Nancy E.	2,187.00		2,187.00
Rose, Eric W.	3,285.49		3,285.49
Salvato, Joyce	37,629.51	170.39	37,799.90
Shah, Sonia S.	756.00		756.00
Titus, Rosemary J.	19,013.11		19,013.11
Toombs, Mary E.	47,565.76		47,565.76
Toppin, Joanne R.	33,322.78	1,821.91	35,144.69
Weinryb Grohsgal, Leah	2,410.06		2,410.06

MODERATOR:

Coakley, James P.	500.00		500.00
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POLICE DEPARTMENT:

Barry, John E.	72,298.73	8,967.81	81,266.54
Biewener, James P.	6,938.67		6,938.67
Bjorkgren, Robert M.	6,938.67		6,938.67
Bolton, Leonard	51,601.37	2,788.02	54,389.39
Budryk, Robert	84,509.51	9,042.72	93,552.23
Bush, Stephanie M.	3,923.31		3,923.31
Capuano, Karen M.	31,672.77	201.93	31,874.70
Carey, Patrick R.	40,255.19	6,873.40	47,128.59
Carroll, Robert	2,182.98		2,182.98
Carson, Cynthia A.	5,025.91		5,025.91
Casey, John M.	23,319.43	158.66	23,478.09
Casey, Thomas M.	48,418.28	8,095.11	56,513.39
Columbus, Ryan M.	53,687.65	6,760.51	60,448.16
Cooke, Thomas M.	45,476.97	6,827.51	52,304.48
Coviello, Christopher J.	60,588.17	13,608.20	74,196.37
DeLucia Jr, Joseph F.	5,550.77		5,550.77
DeRoche, David G.	541.69		541.69
DiCalogero, Anthony	8,053.88	66.97	8,120.85
DiCalogero, Cynthia J.	2,729.87	496.41	3,226.28
Doherty, Paul	4,854.60		4,854.60
Doherty Jr, Paul E.	51,519.02	14,701.23	66,220.25
Donovan, Alfred P.	99,213.23		99,213.23
Downey, Jennifer L.	33,832.28	3,196.72	37,029.00
Field, Robert D.	67,664.38	8,902.17	76,566.55
Fluet, Marc A.	9,142.98	439.53	9,582.51
Ford, Ralph F.	101,396.69	6,530.11	107,926.80
Fowler, John R.	1,243.08		1,243.08
Gaynor, Scott P.	65,164.32	8,806.42	73,970.74
Godin, David E.	38,391.01	2,652.34	41,043.35
Gonzalez, Andre	55,167.81	17,343.20	72,511.01
Graffeo, Denise	7,350.90		7,350.90
Griffin, Kimberly A.	34,736.08	1,396.89	36,132.97
Gundrum, Denise L.	124,972.28		124,972.28
Hadley, Herbert	0.00	535.78	535.78
Hanley, Eric E.	41,262.60	3,578.35	44,840.95

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Harrington, Patrick J.	31,672.77	556.08	32,228.85
Hazel, George W.	90,050.74	7,122.34	97,173.08
Higginbotham, Maryellen k	56,115.26	84.86	56,200.12
Hollis, James H.	57,603.42	16,250.77	73,854.19
Hood, James	29,526.06		29,526.06
Hyde, Philip C.	23,702.70	977.39	24,680.09
Jamieson, Walter	23,270.67		23,270.67
Jarek, John	0.00	439.44	439.44
Jop III, Walter J.	61,852.20	12,047.94	73,900.14
Kandrotas, Stephen	67,636.73	4,177.33	71,814.06
Kelly, Timothy W.	68,283.54	7,908.75	76,192.29
Kennedy, Alice M.	43,823.47	510.89	44,334.36
Kerber, Daniel P.	57,975.64	16,325.19	74,300.83
Lafortune, Raymond C.	60,902.33	338.23	61,240.56
Layne, Debra A.	50,308.09	163.01	50,471.10
Layne, Keith R.	56,994.17	8,464.09	65,458.26
Layne, Warren R.	270.00		270.00
Layne, William D.	93,602.57	8,840.19	102,442.76
Lightfoot, Jennie A.	36,551.30	423.70	36,975.00
Mackey, John	151,646.72		151,646.72
Manley, Mary T.	13,687.78		13,687.78
Martin, Edward L.	116,170.89	6,898.75	123,069.64
McKenna, James	75,486.73	8,063.00	83,549.73
McLaughlin, Neil F.	5,296.48		5,296.48
McLeod, Kathryn Q.	57,592.71	1,352.15	58,944.86
McMahon, Markus E.	58,532.11	4,630.07	63,162.18
Morris, Constance	40,651.00	3,556.10	44,207.10
Mulvey, Jessica L.	56,984.74	484.40	57,469.14
Newton, Eileen	37,660.22		37,660.22
Newton, Sonia M.	7,071.07		7,071.07
Papleacos Jr, Stephen N.	7,357.39	267.90	7,625.29
Pappas, Francis	10,810.94		10,810.94
Perry, Henry	9,643.75		9,643.75
Perry, Mark	64,869.24	10,796.55	75,665.79
Peterson, Dennis	85,557.31	24,947.44	110,504.75
Piccolo, Arthur M.	41,068.73	2,461.21	43,529.94
Piccolo Jr, Albert A.	42,644.96	4,068.13	46,713.09
Poisson, Karen A.	40,276.69	3,883.25	44,159.94
Porter, Kim M.	40,032.01	1,896.98	41,928.99
Powers, John R.	88,523.50	6,728.97	95,252.47
Reese, Keren J.	55,083.98	1,112.47	56,196.45
Reese, Kevin	59,910.41	6,699.27	66,609.68
Regan, Peter L.	31,672.77	72.11	31,744.88
Riccardi, Kimberly A.	41,234.84	2,423.93	43,658.77
Ringwood, Paul	5,926.13	167.44	6,093.57
Schofield, Bradford E.	33,400.37	129.89	33,530.26
Schwalb Jr, William L.	50,391.90	1,192.83	51,584.73
Scott, Christopher M.	39,837.33	2,660.08	42,497.41
Sheehan, Michael P.	48,743.48		48,743.48
Sheehan, Timothy B.	87,567.77	5,242.67	92,810.44
Small, Matthew L.	40,407.24	1,072.93	41,480.17
Stephens, Allan S.	9,613.80		9,613.80
Stephens, Robert A.	68,972.56	9,809.98	78,782.54
Stotik, Patricia J.	43,666.90	594.32	44,261.22
Suarez, Jeffrey	47,875.66	5,818.48	53,694.14
Sullivan, Edward M.	48,278.74	1,890.42	50,169.16
Tanguay, Roger J.	69,569.40	6,283.64	75,853.04
Thomas Jr, Paul C.	12,739.73		12,739.73
Torres, Steven M.	6,979.30		6,979.30
Voto, John S.	72,295.48	10,643.87	82,939.35
Warren, Brian	48,743.50	1,997.26	50,740.76
Westaway, Robert L.	64,724.42	11,863.77	76,588.19
Williams Jr, James F.	58,667.40	4,870.31	63,537.71
Worth, Garin F.	40,732.16	4,067.26	44,799.42

RECREATION DEPARTMENTS:

Amato, Nicholas C.	4,356.00		4,356.00
Anderson, Thomas J.	1,356.00		1,356.00
Bibo, Ashley A.	720.00		720.00
Bibo, Lauren N.	5,704.00		5,704.00
Byrne, Christopher A.	1,424.00		1,424.00
Canada, Daniel L.	4,081.00		4,081.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Coppi, Matthew J.	6,957.50		6,957.50
Duffy, David J.	2,664.00		2,664.00
Duffy, Lianne	4,191.00		4,191.00
Favreau, Derek R.	3,861.00		3,861.00
Favreau, Scott M.	5,714.50		5,714.50
Ganchi, Michael A.	6,363.50		6,363.50
Hamm, Maria C.	3,932.50		3,932.50
Heald, Douglas J.	1,540.00		1,540.00
Lamb, Jennifer L.	4,448.00		4,448.00
Morris, Mark D.	3,861.00		3,861.00
Mulligan, Colleen	6,325.00		6,325.00
Mulligan, Kathleen M.	26,517.79	1,215.18	27,732.97
Mulligan, Thomas P.	3,168.00		3,168.00
Mulloy, Thomas J.	2,233.00		2,233.00
O'Brien, Courtney	1,424.00		1,424.00
O'Brien, Kaitlyn A.	1,650.00		1,650.00
O'Leary, Shauna L.	1,124.00		1,124.00
Patterson, Roy E.	56,178.20		56,178.20
Santos, Jennifer N.	1,628.00		1,628.00
Scott, Suzanne L.	3,564.00		3,564.00
Sitar III, Michael W.	4,136.00		4,136.00
Smolinsky, Danielle E.	1,200.00		1,200.00
Starling, Stephanie C.	1,200.00		1,200.00
Sullivan, Kelli R.	2,937.00		2,937.00
Sullivan IV, Thomas J.	3,861.00		3,861.00
Surette, Kristen M.	2,104.00		2,104.00
Tammik, Daniel E.	3,283.50		3,283.50
Walsh, Sean M.	3,861.00		3,861.00
Welch, Tyler J.	4,669.50		4,669.50
Witham, Jillian L.	3,861.00		3,861.00

REGISTRARS:

Bennett, Beverly A.	500.00		500.00
Creamer, Edward D.	500.00		500.00
Ordway, Donald R.	500.00		500.00

SCHOOL BUILDING COMMITTEE:

McLaughlin, Maria L.	623.32	0.00	623.32
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TOWN CLERK:

Beecher, Paula M.	2,002.86		2,002.86
Carey, Elizabeth A.	68,156.67		68,156.67
Garrant, Kathleen M.	59,698.09	2,885.07	62,583.16
Hickford, Gina M.	30,111.47		30,111.47
Murphy, Janet E.	11,450.58		11,450.58
Turcotte, Sandra E.	28,483.18		28,483.18

TOWN HALL:

Friberg, Thomas W.	1,661.34		1,661.34
Ray, Sandra M.	4,977.51		4,977.51
Thayer, Dale A.	7,288.31		7,288.31

TOWN MANAGER:

Barbeau, Sandra A.	72,762.89		72,762.89
Chambers, Helen M.	54,651.60		54,651.60
Cressman, David G.	120,826.82		120,826.82
Hudson, Edwina M.	56,115.26		56,115.26

TREASURER/COLLECTOR:

Blakeney Jr, William L.	55,264.03	3,290.68	58,554.71
Carey, Warren R.	6,926.14		6,926.14
Deshler, Teresa C.	27,194.16	405.11	27,599.27
Ewing, Lucille M.	35,033.48	328.27	35,361.75
Gath, Debra	24,208.41		24,208.41
Johnson, Elizabeth L.	3,762.95		3,762.95
Langlois, Lorraine M.	40,283.47	979.75	41,263.22
Lightfoot, Dorothy A.	58,658.86		58,658.86
Manfra, Eleanor	12,101.62		12,101.62
Smith, Janet K.	51,783.71		51,783.71
Sullivan, David M.	11,311.15		11,311.15

VETERANS:

Hart, Ellsworth K.	65,026.55	65,026.55
Williams, James F.	5,191.83	5,191.83

SCHOOL EMPLOYEE EARNINGS

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>SCHOOL DEPARTMENT:</u>				Brewin, Deborah A	52,075.79		52,075.79
Abate-Upson, Cynthia	54,580.17		54,580.17	Briggs, Linda J	75.60		75.60
Acone Callahan, Carole	53,506.17		53,506.17	Brigida, Robert M	49,352.79		49,352.79
Adames, Teri	206.60		206.60	Brimer, Catherine	61,984.81		61,984.81
Adams, Mary Louise B	49,393.03		49,393.03	Brooks, Catherine B	1,101.96		1,101.96
Adams, Robin J	7,126.44		7,126.44	Brooks, Jennifer M	58,789.60		58,789.60
Aiello, Mary Beth J	48,147.26		48,147.26	Bucci, Mary Jane	15,348.26		15,348.26
Allard, Judith M	23,459.07		23,459.07	Buckley, Maureen A	57,689.66		57,689.66
Allen, Charles	528.15		528.15	Buckley, William Q	50,374.66		50,374.66
Allen, Lynnette W	11,283.54		11,283.54	Buehler, Deborah J	550.00		550.00
Anderson, Hilary J	55,575.01		55,575.01	Burke, Joseph E	35,676.37		35,676.37
Anderson, Kathleen	48,147.26		48,147.26	Buss, Michael J	54,188.78		54,188.78
Angelo, Emily	1,267.20		1,267.20	Bustin, Elizabeth A	57.48		57.48
Angelo, Laurie	10,052.07		10,052.07	Bymes, Antoinette	61,612.61		61,612.61
Appleby, Doreen	260.22		260.22	Bymes, John	41,992.99		41,992.99
Araujo, Henrietta L	57,772.64		57,772.64	Caeran, Shelli-An	1,175.94		1,175.94
Arnold, Jennifer R	18,257.38		18,257.38	Callan, Kathleen A	5,420.00		5,420.00
Audette, Marsha	56,847.07		56,847.07	Callanan, Eileen F	16,704.88		16,704.88
Austin, Linda J	47,698.40		47,698.40	Cameron, Allison E	8,315.65		8,315.65
Aylward, Brian	68,692.26		68,692.26	Camire, Richard	19,365.53		19,365.53
Aylward, James	9,422.88		9,422.88	Capone, Elaine G	266.22		266.22
Aylward, Norma J	28,579.45		28,579.45	Caracoglia, Jennifer L	23,099.23		23,099.23
Aylward, Robert W	93,989.39		93,989.39	Carey, Gertrude M	64,152.29		64,152.29
Aylward Jr, Robert W	3,996.00		3,996.00	Carey, Kevin R	1,692.39		1,692.39
Bachta, Allyson M	15,913.37		15,913.37	Carey, Michael P	44,247.62		44,247.62
Bailey, Lisa J	2,120.40		2,120.40	Carson, Carolyn	4,529.22		4,529.22
Baker, Kathleen	26,426.07		26,426.07	Carter, Linda	12,649.84		12,649.84
Ballou, Gary	14,092.09		14,092.09	Casey, Kathleen	10,490.67		10,490.67
Bancroft, Karen J	45,372.97		45,372.97	Castiglione, Linda	6,203.67		6,203.67
Barbour, Virginia	66.90		66.90	Catherwood Jr, William W	38,328.10		38,328.10
Barnett, Sandra	50,680.20		50,680.20	Centrella, Joey J	2,884.00		2,884.00
Basteri, Cynthia A	88,718.86		88,718.86	Chace, Ethel M	59,875.39		59,875.39
Basteri Jr, Lawrence J	68,993.01		68,993.01	Chan, Marjorie J	19,227.08		19,227.08
Bates, Melissa	17,813.66		17,813.66	Chemaly, Jeffrey S	8,343.76		8,343.76
Beaulieu, Linda	13,815.09		13,815.09	Ciambella, Joan	50,158.22		50,158.22
Bedard, Maureen	12,554.68		12,554.68	Ciccolella, Elaine P	16,973.44		16,973.44
Belmonte, Joanne D	1,670.00		1,670.00	Cintolo, Karen	54,575.56		54,575.56
Bender, Helena A	1,072.71		1,072.71	Clarke, John C	60,564.60		60,564.60
Bennett, Bonnie	1,762.91		1,762.91	Cochran, Rose M	27,509.06		27,509.06
Bennett, Elaine M	19,226.87		19,226.87	Cody, Debra J	35,226.54		35,226.54
Benning, Kristine	15,502.25		15,502.25	Colantuoni, Adam C	7,568.20		7,568.20
Benvenuto, Kathleen M	5,021.85		5,021.85	Cole, Judith	21,774.11		21,774.11
Benzing, Kelly A	27,710.64		27,710.64	Colman, Judith	35,121.78		35,121.78
Berglund, Karen	544.91		544.91	Comer, Alexandra E	45,498.47		45,498.47
Bettencourt, Sandra C	58,922.28		58,922.28	Conlon, Marjorie	59,981.45		59,981.45
Bilodeau, Cathleen	58,058.14		58,058.14	Conlon, Thomas	61,920.00		61,920.00
Black, Dale D	53,720.52		53,720.52	Connell, Kathleen J	56,908.41		56,908.41
Blackstone, Jeanne F	28,267.09		28,267.09	Connell, Loriana	1,339.32		1,339.32
Blakeslee, Donna M	58,089.78		58,089.78	Connolly, Ellen M	5,570.43		5,570.43
Bliss, Gail	56,824.08		56,824.08	Consaul, Scott J	2,499.96		2,499.96
Booth, Comelia	173.16		173.16	Contardo, Rita M	306.00		306.00
Boudreau-Hill, Donna M	49,107.45		49,107.45	Conway, Karla	84,569.05		84,569.05
Bourgeois, Marie R	5,143.36		5,143.36	Coppola, Paula B	34,014.47		34,014.47
Bowden, Donna M	12,786.31		12,786.31	Cote, Christine	14,390.44		14,390.44
Bowers, Gayle P	10,917.00		10,917.00	Cote, Peter C	13,907.74		13,907.74
Bowler, Jane E	50.00		50.00	Cotter, Emily C	54,292.90		54,292.90
Boyden, Maureen	35,205.72		35,205.72	Coughlin, Charles E	36,966.52		36,966.52
Boyle, Molly J	286.33		286.33	Courmoyer, Lisa T	56,062.95		56,062.95
Boyle, Nancy M	42,113.31		42,113.31	Coutermarsh, Marina H	200.00		200.00
Brace, Joann	938.94		938.94	Covington-Wright, Apryl D	849.56		849.56
Bradley, Loreen R	90,620.07		90,620.07	Craft, Lesley A	7,694.63		7,694.63
Bradley, Mark A	3,875.00		3,875.00	Cremin, Christine M	49,083.80		49,083.80
Bradley, Tammie R	78.09		78.09	Cremins, Edward D	57,334.53		57,334.53
Bradley, Thomas M	3,996.00		3,996.00	Crowley, Keith D	2,884.00		2,884.00
Brennan, Anne R	1,297.80		1,297.80	Crowley, Mary K	45,755.62		45,755.62
Breslin DeCiccio, Ann M	9,642.54		9,642.54	Cummings, Geraldine M	57,934.08		57,934.08
Bresnahan, John C	56,334.88		56,334.88	Curtin, Barbara A	11,500.69		11,500.69
Bresnahan, Kimberly J	66,059.71		66,059.71	Curtin, Paula M	19,859.54		19,859.54

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Cutone, Dawn A	2,228.45		2,228.45
Cymbura, Deneen A	1,381.50		1,381.50
Davis, Alma A	47,590.87		47,590.87
Davis, Janet	16,375.29		16,375.29
Davos, Diane	49,006.99		49,006.99
DeAngelis, Margaret A	1,039.74		1,039.74
DeAngelis, Michelina	94,002.36		94,002.36
Dearing, Maura A	51,080.38		51,080.38
DeGrechie, Shelley A	50,813.23		50,813.23
DelGrosso, Joseph	47,347.15		47,347.15
DeLucia, Frances	48,355.50		48,355.50
DeLucia, Sandra L	182.99		182.99
DeMattia, Debra A	1,996.65		1,996.65
Dembkoski, Robin E	101.79		101.79
Demos, Shannon	36,430.95		36,430.95
DePierro, Donna M	11,687.48		11,687.48
Dermody, Joseph J	54,978.86		54,978.86
Deroche, Julie M	59,460.81		59,460.81
Deshler, Maryann J	16,449.08		16,449.08
DeSisto, Carolyn M	11,533.89		11,533.89
DeVoe, Lynn A	9,813.55		9,813.55
Dewing, Henry	38,697.12		38,697.12
Dey, Joan E	30,282.93		30,282.93
DiAntonio, Kristen R	50,200.92		50,200.92
Dias, Patricia	56,650.22		56,650.22
DiCiaccio, Mary	17,511.74		17,511.74
Dick, Edward K	2,666.64		2,666.64
DiFelice, Allison	6,298.03		6,298.03
Dillon, Kristin C	11,888.27		11,888.27
DiPersio, Michele	1,014.21		1,014.21
Dirk, Melissa C	479.59		479.59
DiRocco, Leo	4,523.00		4,523.00
DiRocco, Todd M	150.00		150.00
Dobbin, Anna B	86.58		86.58
Dobbin, Benedict J	48,524.23		48,524.23
Dobbin, Travis M	35,595.51		35,595.51
Doherty, Derek W	4,601.00		4,601.00
Doherty, Susan C	2,507.50		2,507.50
Dollas, Elizabeth A	41,800.77		41,800.77
Donnelly, Ann M	9,408.79		9,408.79
Donnelly, Deborah	3,615.00		3,615.00
Donoghue, Brenda M	1,793.71		1,793.71
Donoghue, John	82,586.42		82,586.42
Donoghue, Megan 4	390.45		390.45
Doolan, Robert D	52,887.68		52,887.68
Dorrance, Rosamond J	56,107.04		56,107.04
Drouin Jr, Ronald	57,298.61		57,298.61
Duncan, Anne	59,653.78		59,653.78
Dunn, Susan K	56,927.63		56,927.63
Dunne, Catherine M	49,027.81		49,027.81
Dykeman, Lynne	36,437.93		36,437.93
Dziadosz, Judith Ann	8,546.25		8,546.25
Economou, George	56,395.73		56,395.73
Edell, Cassandra M	42,088.57		42,088.57
Edelstein, Eleanor	3,672.84		3,672.84
Ekberg, Jeffrey C	3,327.16		3,327.16
Eldringhoff, Mary S	61,461.20		61,461.20
Elwell, Joanne M	21,964.45		21,964.45
Enos, Teresa A	48,147.26		48,147.26
Ernest, Adrienne M	12,225.00		12,225.00
Evangelista, Geraldine	3,255.53		3,255.53
Evangelista, Joanna N	3,201.56		3,201.56
Fabiano, Sheila M	1,822.12		1,822.12
Fabrizio, Cindi A	13,737.00		13,737.00
Fabrizio, Patricia B	51,128.83		51,128.83
Facendola, Nicola	17,622.28		17,622.28
Fairweather, Paula R	842.48		842.48
Fallon Jr, Richard F	35,923.73		35,923.73
Fanning, Maureen A	592.20		592.20
Faraci, Annina	60,780.37		60,780.37
Famham, Jayne	51,050.56		51,050.56
Farrey Forsyth, Nancy	57,394.08		57,394.08

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Ferreira, Karen A	48,916.53		48,916.53
Ferris, Gerald B	88,269.37		88,269.37
Fiske, Elaine	50,660.93		50,660.93
Fitzgerald, Judith I	19,057.16		19,057.16
Flagg, Kristi L	42,169.99		42,169.99
Foley, Dorothy	40,652.72		40,652.72
Foley, Judi K	59,761.69		59,761.69
Follett, Theresa	43,493.86		43,493.86
Foran, Robin M	10,012.73		10,012.73
Ford, Kathleen	54,292.90		54,292.90
Fortier, Jacqueline M	2,313.15		2,313.15
Foss, Jamie M	53,255.18		53,255.18
Fothergill, Patricia M	10,766.71		10,766.71
Fowler, June	28,700.26		28,700.26
Francisco-Marsh, Lynn M	41,265.33		41,265.33
Frank, Joseph C	52,425.33		52,425.33
Frechette, Leo	11,000.00		11,000.00
Freeman, Marcia R	24,143.20		24,143.20
Friedman, Carole	1,546.71		1,546.71
Fuller, Jan H	65,452.13		65,452.13
Gaffney, M Elizabeth	70,330.82		70,330.82
Gagne, Catherine M	49,667.97		49,667.97
Gagnon, Christopher J	35,435.18		35,435.18
Gagnon, Kim M	45,878.30		45,878.30
Gagnon, Susan	56,908.41		56,908.41
Gale, Patricia A	6,757.50		6,757.50
Gallant, John R	3,448.98		3,448.98
Galliford, Carol A	1,139.27		1,139.27
Galligan, Patrick J	61,881.41		61,881.41
Gallo, Carole A	59,134.55		59,134.55
Gallotto, Carolyn A	595.08		595.08
Gaman, Penney L	374.96		374.96
Garas, Kelly B	6,578.40		6,578.40
Gardner, Eileen T	51,017.77		51,017.77
Garipey, Sally B	2,672.08		2,672.08
Garr, Emily R	13,179.77		13,179.77
Gath, Frances	60,150.22		60,150.22
Gaudet, Michelle L	15,204.70		15,204.70
Gaudette, Anna P	21,334.94		21,334.94
Gaudette, Leana F	509.63		509.63
Gear Jr, Edward T	22,019.66		22,019.66
Gearty, Louise	400.00		400.00
Gendall, Dorothy A	1,345.80		1,345.80
Georgian, Cynthia S	13,906.91		13,906.91
Giampaolo, Renee M	2,264.61		2,264.61
Gibson, Kevin J	54,178.36		54,178.36
Gignac, Mary H	2,611.46		2,611.46
Gilbride, Thomas M	44,206.02		44,206.02
Gillette Manna, Barbara J	53,595.40		53,595.40
Gillotte, Karen M	18,593.75		18,593.75
Gillotte, Sarah	4,469.44		4,469.44
Glass, Debra J	49,491.13		49,491.13
Glover, Daniel R	12,744.24		12,744.24
Goggin, Jane D	18,931.00		18,931.00
Goldstein, Gladys	11,978.26		11,978.26
Gould, Mary Jo	46,419.06		46,419.06
Gouthro, Brian M	40,416.60		40,416.60
Graaskamp, Dorothy A	47,203.88		47,203.88
Grace, Joanne M	39.35		39.35
Graham, Donna	58,393.19		58,393.19
Grant, Jane	10,028.21		10,028.21
Graves, Gloria J	57,996.45		57,996.45
Guiliani, Denise	15,051.98		15,051.98
Gurry, Sheila	54,160.88		54,160.88
Guttadauro, Debbie	1,097.87		1,097.87
Hair-Sullivan, Linda	59,810.87		59,810.87
Hakala, Robyn D	49,310.08		49,310.08
Hall, Yvonne M	400.00		400.00
Hamilton, Brian J	1,619.20		1,619.20
Hamilton, Gail M	50,803.98		50,803.98
Hamilton, Linda	54,102.07		54,102.07
Hamlyn, Joyce G	442.51		442.51

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Hamm, Richard 3	2,884.00		2,884.00
Hanna Durkin, Gale F	12,890.00		12,890.00
Hansberry, Bonita	68,036.96		68,036.96
Hanson, Heather	42,931.45		42,931.45
Harrington, David F	39,973.52		39,973.52
Harrison, Dolores M	50,750.26		50,750.26
Harrison, Jaclyn N	2,603.00		2,603.00
Hassan, Christine	58,021.42		58,021.42
Hazel, George	4,244.00		4,244.00
Heald, Ronald D	15,872.28		15,872.28
Heartquist, Richard P	2,884.00		2,884.00
Hecht, Teresa L	1,789.73		1,789.73
Hendrigan, Dianne	10,481.67		10,481.67
Hennemuth, Trudi	54,891.77		54,891.77
Herlihy, Mary	40,711.81		40,711.81
Hersh, Amanda J	13,361.00		13,361.00
Herzog, Alex A	1,298.00		1,298.00
Hession, Joanne B	48,592.37		48,592.37
Hickey, Brian J	62,058.55		62,058.55
Higgins, Jodi L	44,525.88		44,525.88
Hillson, Kimberly H	40,838.32		40,838.32
Hines, Marie E	4,643.90		4,643.90
Hirsh, Christine	11,483.80		11,483.80
Hirtle, Maryellen	42,399.59		42,399.59
Hoffman, Helen M	2,246.91		2,246.91
Hogan, Sarah T	2,999.18		2,999.18
Hogan, Susan E	921.46		921.46
Hopkins, Judith A	37,704.72		37,704.72
Houmiller, Nancy	15,716.72		15,716.72
House, Linda	35,695.72		35,695.72
Hudson, Tracy A	54.75		54.75
Hummrich, Gretchen A	46,753.54		46,753.54
Hunt, Patricia A	5,351.79		5,351.79
Hussey, Erin	1,267.20		1,267.20
Hyland, Lori	48,147.26		48,147.26
Hynes, Kim	62,746.57		62,746.57
Hynes, Nicole B	794.25		794.25
Indelicato, Rosemary	15,920.23		15,920.23
Ireland, Vikki M	48,967.13		48,967.13
Irons, Frederick E	6,510.00		6,510.00
Jackman, Maureen	50,817.11		50,817.11
Jacobson, Lucy	558.80		558.80
Jagla, Barbara J	53,821.98		53,821.98
Jardin, August P	56,147.50		56,147.50
Jarek, John F	58,223.72		58,223.72
Johnson, Andree T	41,887.23		41,887.23
Johnston, Kimberly T	46,042.22		46,042.22
Johnston, Linda	212.49		212.49
Juszkiewicz, Jane	15,118.18		15,118.18
Kalajian, Nancy M	60,584.50		60,584.50
Kalarites, George	64,080.79		64,080.79
Kalarites, Marcia A	63,014.39		63,014.39
Kane, Kim	4,108.28		4,108.28
Kane, Maureen	57,499.62		57,499.62
Kasparian, Kaspar	36,531.93		36,531.93
Kaufmann, Leslie	14,496.61		14,496.61
Kawalski, Patricia	1,832.22		1,832.22
Keams, Joanne	34,114.50		34,114.50
Keddie, Patricia A	54,449.08		54,449.08
Keefe, Barbara A	9,750.99		9,750.99
Keefe, Sandra M	41,707.34		41,707.34
Kelley, Dianne L	3,860.00		3,860.00
Kelley, Jane A	60,383.68		60,383.68
Kelley, Louise E	29,425.26		29,425.26
Kelley, Maureen P	54,106.06		54,106.06
Kennedy, Mary Pepin	55,644.78		55,644.78
Kibbe, Carolyn F	58,417.92		58,417.92
King, Pauline J	81,407.11		81,407.11
Kirwin, Virginia	53,066.87		53,066.87
Kirwin, William	58,984.51		58,984.51
Kling, Joyce	13,934.59		13,934.59
Kolack, Roseanne	59,354.06		59,354.06

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Kosiba, Kristen D	55,457.40		55,457.40
Koskey, Pamela A	50,224.10		50,224.10
Krainski, Joanna D	71,172.76		71,172.76
Krol, Patricia A	55,945.51		55,945.51
Krueger, Barbara E	55,095.89		55,095.89
Krzesinski, Elizabeth A	45,716.61		45,716.61
Krzesinski, Sheila M	2,160.00		2,160.00
LaChance, Susan	57,836.05		57,836.05
Laffey, Mary	52,373.56		52,373.56
Lafland, Kimberly A	51,624.36		51,624.36
Lally, Patricia A	39,297.12		39,297.12
Lamotte, Susan	57,274.95		57,274.95
Landa, Cady E	16,151.87		16,151.87
Lane, Jaime A	47,096.16		47,096.16
Lane, Kerry A	2,843.00		2,843.00
Lane, Patricia A	184.80		184.80
Langlais, Renee M	39,689.41		39,689.41
Langlois, Bertha E	43.29		43.29
Larocque, Janice L	41,644.10		41,644.10
Laws, Nancy	59,986.87		59,986.87
Lazzara, Karen E	3,791.13		3,791.13
Lazzara, Mary E	24,422.50		24,422.50
Leary, Colleen	45,941.57		45,941.57
LeBlanc, Dixie M	8,284.80		8,284.80
LeCam, Donna	66,081.44		66,081.44
LeCam, Justin	400.00		400.00
LeClair, James L	62,539.06		62,539.06
Lennon, Carol Ann	15,249.25		15,249.25
Lesage, Charles	9,634.08		9,634.08
Levine, Steven	67,800.50		67,800.50
Levy-Siopes, Jennifer M	44,308.98		44,308.98
Libby, David A	57,386.32		57,386.32
Lindsey, Eileen M	41,773.98		41,773.98
Linskey, Joanne L	6,745.00		6,745.00
London, Patricia L	9,378.94		9,378.94
Loosen, Mary	44,078.52		44,078.52
Lopolito, Christine	9,854.98		9,854.98
Lovett, Thomas W	84,106.80		84,106.80
Lussier, Pamela	20,350.14		20,350.14
Lynch, Joan	49,669.81		49,669.81
MacDonald, Bruce Allan	41,467.21		41,467.21
MacDougall, Robert	82,556.22		82,556.22
MacIsaac, Sheila	164.43		164.43
MacLeod, Kathleen	40,104.68		40,104.68
Maguire, Kristen L	16,882.19		16,882.19
Maguire, Mary	53,515.78		53,515.78
Mahoney, Eileen	27,509.06		27,509.06
Mahoney, Eileen M	4,117.26		4,117.26
Maia, Patricia G	946.41		946.41
Malatesta, Rosamond	59,229.99		59,229.99
Malone, Gayle F	3,395.47		3,395.47
Malone, Linda	55,142.16		55,142.16
Manley II, James	50,660.88		50,660.88
Manseau, Mary	47,285.96		47,285.96
Manzi, Edward R	52,114.84		52,114.84
Manzi, Robert L	47,646.34		47,646.34
Maranville, Marie L	54,136.72		54,136.72
Marcella, Jennifer K	30,879.32		30,879.32
March, Donna	1,900.69		1,900.69
Marchand, Jon A	41,480.59		41,480.59
Marcheterre, Lisa A	54,449.08		54,449.08
Marcus, David	56,800.22		56,800.22
Marget, Lisa G	13,395.90		13,395.90
Marquis, Donna M	876.00		876.00
Marsh, Elsa A	49,184.33		49,184.33
Martel, Patricia M	41,252.35		41,252.35
Martin, Daniel N	51,640.77		51,640.77
Martineau, Donna	204.63		204.63
Martucci, Denise B	11,526.67		11,526.67
Mascia, Kathleen J	579.42		579.42
Matyszczak, Helen	56,182.19		56,182.19
McAndrews, Patrick F	58,736.72		58,736.72

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
McArdle, Katharine J	2,603.00		2,603.00
McArdle, Kevin P	88,766.76		88,766.76
McArdle Milenavich, Sharon	59,985.37		59,985.37
McBrine, Monica	35,801.99		35,801.99
McCabe, Evelyn D	10,406.01		10,406.01
McCabe, Robert F	9,024.97		9,024.97
McCann, Joseph F	51,074.85		51,074.85
McCarthy, Carol F	1,182.48		1,182.48
McCarthy, Robert	39,157.50		39,157.50
McCormick, Annmarie	28,076.50		28,076.50
McDade, Pamela	55,665.60		55,665.60
McDermott, Beth A	1,663.36		1,663.36
McDonnell, Patricia R	59,696.97		59,696.97
McDonough, Donna M	5,292.00		5,292.00
McFadden, Kelly A	50,986.89		50,986.89
McGilvery, Eva-Maria T	21,109.12		21,109.12
McGinn, Marybeth	50,723.35		50,723.35
McGowan, Cressida L	1,302.50		1,302.50
McGowan, Muriel	11,509.27		11,509.27
McGrath, Christine L	129,352.12		129,352.12
McGrath, Michelle L	45,232.93		45,232.93
McGrath, Robert M	53,473.06		53,473.06
McGregor, Anne B	34,604.18		34,604.18
McGuire, James	97,774.28		97,774.28
McGuirk, Julie	38,323.41		38,323.41
McHatton, Paula A	1,475.00		1,475.00
McKenna, Donna M	24,350.85		24,350.85
McKenna, Mary J	917.50		917.50
McKusick, Linda	12,985.04		12,985.04
McLaughlin, Maria L	5,021.56		5,021.56
McLaughlin, Michael J	1,082.40		1,082.40
McNamara, Maureen	58,465.59		58,465.59
McNeil, Catherine M	2,609.53		2,609.53
McNeil, Susan M	857.75		857.75
McSheehy, Erin C	44,295.65		44,295.65
McSheehy, Maureen	55,381.91		55,381.91
McWilliams, Brenda	53,183.39		53,183.39
Meharg, Heidi E	2,843.00		2,843.00
Mercier, Kelly E	22,951.96		22,951.96
Merrill, Brandi	4,070.00		4,070.00
Merrill, Jennifer A	47,887.01		47,887.01
Messina, Vincent J	6,769.63		6,769.63
Metivier, Krista M	4,555.25		4,555.25
Meuse, Laurie J	172.26		172.26
Meuse, Patricia M	39,494.78		39,494.78
Middleton, Judith A	46,502.36		46,502.36
Miller, Sandra H	26,099.43		26,099.43
Minichiello, Eva M	829.98		829.98
Mofield, Kathleen	43,030.09		43,030.09
Montecalvo, Dolores	10,515.99		10,515.99
Mooney, Donna B	64,684.26		64,684.26
Moore, Damon	41.64		41.64
Mootrey, Kathleen J	54,136.72		54,136.72
Morandi, Denise	48,147.26		48,147.26
Morello, Mary Beth	25,900.56		25,900.56
Morgan, John R	17,443.36		17,443.36
Moriarty, Carol G	35,766.69		35,766.69
Morrill Jr, Thomas A	62,871.03		62,871.03
Morris, Mary C	13,565.09		13,565.09
Morrissey, Joanne M	56,199.39		56,199.39
Morrissey, Kevin M	5,146.12		5,146.12
Morse, Carol A	575.00		575.00
Morsicato, Dorothy A	1,730.44		1,730.44
Moser, Sharon J	60,885.13		60,885.13
Mrozowski, Jennifer	54,136.72		54,136.72
Mugford, Debralee	10,310.68		10,310.68
Mulera, Carolyn	200.00		200.00
Mullen, David	51,260.93		51,260.93
Mulloy, Sheri F	15,703.14		15,703.14
Mulno, Susan	15,641.66		15,641.66
Murphy, Eileen M	2,843.00		2,843.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Murphy, Janet E	423.03		423.03
Murphy, Lois E	20,593.57		20,593.57
Murphy, Marie T	2,624.72		2,624.72
Murphy, Robin A	1,765.67		1,765.67
Murray, Kara M	47,675.39		47,675.39
Napoli, Patricia A	27,665.24		27,665.24
Nastasi, Maryellen A	54,065.00		54,065.00
Natola, Ralph J	80,622.09		80,622.09
Navetta, Carol M	44,401.71		44,401.71
Naylor, Cooper R	15,705.13		15,705.13
Neal, Terrance F	33,479.97		33,479.97
Neary Hughes, Lisa	59,713.87		59,713.87
Nee, Mary Elizabeth	56,423.42		56,423.42
Newberg, Courtney B	42,656.38		42,656.38
Newton, Richard H	40,254.29		40,254.29
Norton, Paul E	2,843.00		2,843.00
OBrien, Joanne	57,007.03		57,007.03
OBrien, John H	37,795.89		37,795.89
ODonnell, Andrea M	53,844.09		53,844.09
OHara, Ann	56,806.40		56,806.40
OHare, Nancy J	330.59		330.59
OKeefe, Stephen J	2,843.00		2,843.00
Osborne, M Eileen T	54,099.41		54,099.41
Osterberg, Roy	39,925.05		39,925.05
Osterman, Glenn W	57,586.91		57,586.91
Osterman, Marcia	37,793.00		37,793.00
OSullivan, Rita	60,112.93		60,112.93
Otis, Richard	55,455.16		55,455.16
OToole, Donna	462.39		462.39
Pachucki, Brenda A	669.47		669.47
Page, Donald C	36,774.15		36,774.15
Page, Ronald G	33,667.53		33,667.53
Pagiavlas, Stephanie	62,947.11		62,947.11
Paglia, Diane	16,430.75		16,430.75
Palm, Judith M	59,128.32		59,128.32
Papik, Elizabeth	61,743.68		61,743.68
Parker, Lisa E	52,599.25		52,599.25
Patterson, Roland T	11,309.28		11,309.28
Patterson, Stephen R	35,285.08		35,285.08
Patterson, Susan	44,432.53		44,432.53
Paul, George S	94,344.94		94,344.94
Pavone, Colleen	118.06		118.06
Payne, Yvette	11,970.57		11,970.57
Peach, Dorothy	27,558.64		27,558.64
Pellegrini, Diane L	54,549.14		54,549.14
Penney, Kathleen	16,332.59		16,332.59
Perkins, Kimberly A	3,475.03		3,475.03
Perrin, Ruth	2,499.96		2,499.96
Petalas, Marjorie A	61,092.93		61,092.93
Peters, Farbrianna	670.94		670.94
Peters, Kathleen A	585.68		585.68
Peterson, Dennis J	4,096.32		4,096.32
Peterson Jr, Dennis J	7,983.40		7,983.40
Petkiewich, Grace	12,482.77		12,482.77
Pilat, Roger	50,417.59		50,417.59
Pinard, Pamela A	9,189.01		9,189.01
Pincher, Jeanne K	44,777.93		44,777.93
Piscione, Claire	53,493.16		53,493.16
Piscione, William	65,200.47		65,200.47
Pishock, Patricia	51,353.14		51,353.14
Policelli, Ann M	6,126.10		6,126.10
Porcaro, Cheryl	85,665.81		85,665.81
Prayne, Paula M	62.64		62.64
Preston, Danielle	10,817.21		10,817.21
Primerano, Mary A	61,580.93		61,580.93
Pringle, James R	52,725.33		52,725.33
Prodanas, Stephen	61,493.20		61,493.20
Puma, Dustine R	27,793.93		27,793.93
Quinn, John F	96,649.66		96,649.66
Ranieri, Susan M	286.33		286.33
Rauseo, Nicole M	43,457.42		43,457.42
Read, Elinor A	60,390.78		60,390.78

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Reading, Robin	54,136.72		54,136.72	Starling, Kathleen A	2,072.50		2,072.50
Reale, Patricia A	10,071.47		10,071.47	Starling, Stephanie C	168.75		168.75
Rebelo, Carlos	31,702.83		31,702.83	Stevens, Barbara	15,976.18		15,976.18
Redman, Sarah A	38,519.69		38,519.69	Stocki, Penny L	302.44		302.44
Redmond, Kimberly A	404.76		404.76	Stone, Kimberly M	55,639.75		55,639.75
Reed, Claire	57,702.87		57,702.87	Stone, Phillip J	45,313.55		45,313.55
Reimold, Jennifer L	9,846.27		9,846.27	Storms, Mary Ann	20,583.30		20,583.30
Rekkbie, Linda	520.70		520.70	Stratis, Patricia	59,910.71		59,910.71
Reyes, Janet E	48,526.16		48,526.16	Stronach, Richard J	43,017.47		43,017.47
Reynolds, Roseanne M	1,212.00		1,212.00	Sughrue, Shaun M	41,732.90		41,732.90
Rezendes, Jodi E	1,842.72		1,842.72	Sujko, Tara A	45,292.28		45,292.28
Rice, Joseph F	38,686.14		38,686.14	Sullivan, Ann M	18,931.00		18,931.00
Rich, Tammy	7,361.82		7,361.82	Sullivan, Barbara J	14,899.45		14,899.45
Rideout, Gerald	73,406.30		73,406.30	Sullivan, Barry J	43,652.17		43,652.17
Rideout, Maureen	65,554.32		65,554.32	Sullivan, Barry T	12,615.78		12,615.78
Rideout II, Gerald	1,022.08		1,022.08	Sullivan, Carole	58,282.04		58,282.04
Riley, Elaine	54,629.20		54,629.20	Sullivan, Deborah	29,230.44		29,230.44
Roberts, Marimargaret	6,200.00		6,200.00	Sullivan, Dolores	48,501.12		48,501.12
Robichaud, Ellen-Dale	8,384.80		8,384.80	Sullivan, Donald	52,230.61		52,230.61
Robillard, Katherine P	30,773.27		30,773.27	Sullivan, Laura L	9,233.02		9,233.02
Robinson, Beverly	31,127.16		31,127.16	Sullivan, Susan M	54,646.92		54,646.92
Robinson, Elizabeth C	57,723.09		57,723.09	Sullivan Jr, James T	47,722.41		47,722.41
Robshaw, Don L	2,441.69		2,441.69	Sullivan Sr, James T	2,893.00		2,893.00
Rodgers, Jamie	12,377.89		12,377.89	Sutliff, Nadine B	60,214.74		60,214.74
Rodgers, Kristi	45,751.19		45,751.19	Szmyt, Kelley M	1,239.05		1,239.05
Rogacki, Daniel	50,158.22		50,158.22	Talford, Ginamarie	68,697.16		68,697.16
Rogers, Kristina	60,239.32		60,239.32	Teas, Nancy	21,302.24		21,302.24
Romano, Anthony	50.00		50.00	Tecce, Heather	201.60		201.60
Ronan, Cathy	81,118.20		81,118.20	Tellier, Holly	25,131.60		25,131.60
Ronan, Mark J	1,108.80		1,108.80	Tellier, Matthew T	1,450.00		1,450.00
Rouff, Francesca	59,603.02		59,603.02	Tellier, Patricia	40,160.77		40,160.77
Russell, Joseph E	2,499.96		2,499.96	Themeles, Betty Ann	56,312.82		56,312.82
Ryan, Kenneth J	17,498.78		17,498.78	Themeles, Christine	66,429.28		66,429.28
Ryan, Sandra	65,203.40		65,203.40	Therault-Regan, Brenda M	42,476.39		42,476.39
Ryan, Sandra	22,730.00		22,730.00	Therrien, Robert D	52.06		52.06
Ryan, Thomas F	47,948.93		47,948.93	Thompson, Nancy G	39,111.13		39,111.13
Ryser, Patricia A	55,821.28		55,821.28	Thuillier, Peter G	45,592.28		45,592.28
Sacramone, Agnes	64,536.74		64,536.74	Tildsley, Sharon	1,430.00		1,430.00
Sacramone-Greene, Donna	48,440.17		48,440.17	Times, Cindy D	50,141.49		50,141.49
Sagro, Carol	63,150.72		63,150.72	Tirabassi, Melanie A	24,542.06		24,542.06
Saindon, Denise M	49,458.63		49,458.63	Torname, Nancy	24,002.74		24,002.74
Sanford, Shirley	61,192.93		61,192.93	Tozowski, Mary A	6,077.13		6,077.13
Santilli, Kathleen A	38,289.60		38,289.60	Trevor, Denise A	10,470.54		10,470.54
Santos Zambella, Elizabeth	50,660.93		50,660.93	Trickett, Donna M	62.50		62.50
Sarsfield, Erin M	2,812.50		2,812.50	Turcotte, Mary E	263.45		263.45
Sartori, Anita	32,851.00		32,851.00	Vadnais, Nancy D	1,938.00		1,938.00
Sawyer, Lynne A	400.01		400.01	Vass, Suzanne M	873.05		873.05
Scafid, Jeremy C	3,864.15		3,864.15	Vella, Loren M	46,588.63		46,588.63
Schultheis, Steven H	35,622.20		35,622.20	Ventura, Catherine F	54,214.81		54,214.81
Scofield, Susan	50,491.48		50,491.48	Vibber, Sandra	8,963.75		8,963.75
Shanley, Thomas J	45,030.14		45,030.14	Vieira, Barbara	440.00		440.00
Sharkey, James F	63,021.78		63,021.78	Viola, Judy	971.99		971.99
Sharkey, Kimberly A	920.00		920.00	Vitallo, Barbara	59,681.16		59,681.16
Shattuck, Beverly M	10,825.43		10,825.43	Vonkahle, Heidi	2,584.00		2,584.00
Sheehan, Ann B	5,517.00		5,517.00	Waitte, Stefani G	53,627.62		53,627.62
Sheehan, Kimberly A	10,812.87		10,812.87	Waldrip, Roberta	10,249.21		10,249.21
Shikles, Alison	11,871.21		11,871.21	Wallace, Joy C	2,735.09		2,735.09
Shirkus, James P	31,971.71		31,971.71	Walsh, Cynthia E	540.00		540.00
Shirkoff, Pamela A	50,187.12		50,187.12	Walsh, Elaine	38,835.95		38,835.95
Sholl, Kathleen T	12,107.78		12,107.78	Walsh, Joseph C	57,729.15		57,729.15
Silva, Geraldine M	1,186.42		1,186.42	Walsh, Leanne M	806.00		806.00
Skoropowski, Maria	18,136.12		18,136.12	Walsh, Rebecca J	862.40		862.40
Slezak, Diane N	54,136.72		54,136.72	Ware, Karen Ann	50,660.93		50,660.93
Smallidge, Nicole	45,307.00		45,307.00	Ware, Robert	60,815.32		60,815.32
Smith, Betty L	173.16		173.16	Weidknecht, Marguerite K	46,226.85		46,226.85
Smith, Margaret	24,321.16		24,321.16	Weir III, John S	51,396.76		51,396.76
Sosnowska, Agnieszka	29,206.64		29,206.64	Welch, Patricia	13,613.66		13,613.66
Souza, Florence F	55,382.07		55,382.07	Wells, Deborah E	1,773.66		1,773.66
Spaulding, Jennifer E	58,022.55		58,022.55	Welsh, Dawn M	1,245.00		1,245.00
Speros, Elaine F	59,892.13		59,892.13	White, Stanley D	54,890.29		54,890.29
St John-Latta, Thersea L	3,551.37		3,551.37	Whitehead, Maureen	35,603.45		35,603.45
Stack, Catherine F	44,380.22		44,380.22	Whitney, Elizabeth A	120.00		120.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Whynot, Ann M	59,099.64		59,099.64
Williamson, Jacqueline	45,146.02		45,146.02
Wilson, Jane	7,506.87		7,506.87
Wilson, William B	34,257.91		34,257.91
Winn, Dennis M	8,163.84		8,163.84
Winters, Scott A	55,061.14		55,061.14
Witham, Cheryl	49,955.64		49,955.64
Wogan, Dale	1,511.19		1,511.19
Woodman, Janice M	14,045.54		14,045.54
Yaeger, Warren J	64,255.35		64,255.35
Yeats, Rhonda E	52,319.83		52,319.83
Yerkes, William B	1,262.20		1,262.20
Yore, Sarah E	5,301.79		5,301.79
Young, Keith E	63,969.35		63,969.35
Zaremba, Sharon C	9,611.27		9,611.27
Zaroulis, James G	6,350.00		6,350.00
Zbieg, Richard	59,470.59		59,470.59
Zier, Mary Ellen	5,245.00		5,245.00
Zotos, Anissa S	4,355.73		4,355.73
Zullo, Lisa M	45,673.42		45,673.42
Zunino, Elaine	13,157.61		13,157.61

At Your Service

(AREA CODE 978)

GENERAL INFORMATION..... 640-4300

AMBULANCE..... 911

Administrative Services, [Town Hall]..... 640-4488
Assessors, [11 Town Hall Ave]..... 640-4330
Auditor, [11 Town Hall Ave]..... 640-4320
Board of Registrars (Voter Information)..... 640-4355
Building Commissioner, [DPW Building]..... 640-4430
Community Development, [DPW Building] 640-4370
Computer Services, [11 Town Hall Ave]..... 640-4351
Conservation Commission, [DPW Building]..... 640-4370

FIRE DEPARTMENT, [21 Town Hall Ave]

To Report a Fire..... 911
Other Fire Information..... 640-4410

Health Board, [DPW Building]..... 640-4470
Housing Authority, [Livingston Street]..... 851-7392
Library, [300 Chandler St.]..... 640-4490
Parking Clerk, [Town Hall]..... 640-4356
Planning Board, [DPW Building]..... 640-4370
Plumbing/Electrical Inspector, [DPW Building]... 640-4435

POLICE DEPARTMENT, [918 Main Street]

EMERGENCY..... 911
Administrative-Non Emergency..... 640-4381
Detectives..... 640-4380
Dog Officer..... 640-4395
Records..... 640-4385

PUBLIC WORKS, [DPW Building, 999 Whipple Rd.]

Superintendent/Administration Office..... 640-4440
Engineering Division..... 640-4440
Highway Division..... 640-4440
Park Division, [Livingston St.]..... 640-3502/640-4462
Sewer Division..... 640-4440
Snow & Ice Emergency..... 640-4443
Tree Division 640-4440
Water Division
 [Emergencies-Phone Police Dept]..... 640-4448
Water Treatment Plant..... 858-0345
Water Billing Division , [11 Town Hall Ave]..... 640-4350
Recreation Dept., [Livingston St.]..... 640-4460
Road Runner Transportation..... 459-0152
Rubbish Disposal..... 1-800-442-9006

SCHOOL DEPARTMENT

Athletic Director..... 640-7834
Loella Dewing School, [1469 Andover St]..... 640-7858
Heath Brook School, [165 Shawsheen St]..... 640-7865
Memorial High School, [320 Pleasant St]..... 640-7825
North Street School, [133 North St]..... 640-7875
Louise Trahan School, [12 Salem Rd]..... 640-7870
John Ryan Elem School, [135 Pleasant St]..... 640-7880
John Wynn Middle School, [1 Griffin Way]..... 640-7846
Superintendent of Schools 640-7801
Business Administ. Office [139 Pleasant St]..... 640-7805

Shawsheen Tech. Region. H.S., [Billerica]..... 667-2111

Sealer of Weights & Measurers..... 640-4430
Selectmen, [Town Hall]..... 640-4300
Senior Center, [175 Chandler St]..... 640-4480
Cable TV: Channel 10..... 640-4300
 Channel 22..... 640-7825
Town Clerk, [Town Hall]..... 640-4355
Town Manager, [Town Hall]..... 640-4310
Treasurer/Tax Collector, [11 Town Hall Ave]..... 640-4340
Veterans Agent, [Town Hall]..... 640-4485
Voter Information, [Town Hall]..... 640-4355
Welfare Department..... 446-2400

Historical Society 978-863-9989
 [Web Site – www.tewkhissoc.org]

CITIZENS INFORMATION SERVICE

Office of the Secretary of State..... 1-800-392-6090
Senator Edward Kennedy [Boston]..... 1-617-565-3170
Senator John Kerry [Boston]..... 1-617-565-8519
Congressman Marty Meehan [Lowell]..... 978-459-0101
State Senator Susan Tucker..... 1-617-722-1612
State Representative James Miceli..... 1-617-722-2582
State Representative Barry Finegold 1-617-722-2240

Annual Report

Town of Tewksbury Massachusetts



2004

Annual Report

Town of Tewksbury Massachusetts



2004

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2004

IN MEMORIAM

PERSON'S NAME	POSITION HELD
NANCY V. BILLINGS	High School Gym Teacher. Cheerleading Coach.
GEORGE R. BRAZEE	Maintenance Staff, Housing Authority.
MINNIE A. DEGRANN	Retired Secretary, Personnel Board.
HELEN HAZEL	Retired Nurse, Tewksbury Hospital.
MARY T. HEIDENRICH	Election Staff.
RAY KELLEHER	Retired Foreman, Tewksbury Hospital. Former Tewksbury Youth Sport Activist.
DORIS LAFORTUNE	Community Activist.
HAROLD MACDONALD, JR.	Former Chairman, Patriotic Activities Committee. Former Chairman, Homecoming Committee.
DANIEL J. MARTIN	Retired School Custodian.
FRANCIS W. MCCUSKER	Maintenance Supervisor, School Department.
MATTHEW MCGILLICK	Founding Member of Patriotic Activities Committee. Member Street Name Change Committee.
MARY I. MILLETT	Retired Nurse, Tewksbury Hospital.
JUDITH E. (BAGGS) SHEELEY	1999 Inductee into the Tewksbury Athletic Hall of Fame.
RICHARD A. STARLING	Retired Fire Lieutenant 1960-1986.
CHARLES SULLIVAN	Retired Police Officer
LEWIS TREMBLAY	1965 Elected Town Assessor. 1972 Certified Assessor. 1979 Elected Town Treasurer And Tax Collector. Retired In 1987 After 24 Years Of Town Service.
NANCY G. TSOTSI	Member Patriotic Activity Committee. Member Homecoming Committee.

GENERAL GOVERNMENT

*Biograph
Annual and Specials*

*Town Officers
Town Meeting Warrants*

*Town Committees
Elections*

Biograph

1. **Town:**
Tewksbury, Massachusetts
Incorporated in 1734
2. **County:**
Middlesex, ss.
3. **Location:**
At the junction of two new superhighways in northeastern Massachusetts, U.S. Interstate 495 and U.S. Interstate 93. The Town is bordered on the north by the Merrimack River, northeast by the Town of Andover, southeast by the Town of Wilmington, southwest by the Town of Billerica and borders on the City of Lowell on the west. It is 21 miles from Boston, 50 miles from Worcester, 30 miles from Salisbury Beach, and 230 miles from New York City.
4. **Population:**
1970 - 22,755
1980 - 24,478
1990 - 28,304
2000 - 30,315
2004 - 30,859
5. **Land Areas:**
20.70 square miles
10,789.5 acres
6. **Density:**
Person per square mile:
1970 - 1,099
1980 - 1,182
1990 - 1,367
2000 - 1,464
2004 - 1,491
7. **Climate:**
Mean annual precipitation - 43.40 inches.
Mean Temperature - January - 26.6 degrees
July - 73.7 degrees.

8. **Elevation:**
Highest Point: Ames Hill, 363 feet;
North section: 200 feet;
West section: 150 feet;
Center: 120 feet;
South section: 150 feet
(above mean sea level)
9. **Topography:**
Fairly level terrain, with elevations varying from 100 feet to 200 feet above sea level. Soil is a mixture of sandy soil in southern section. Wet and moist and of good texture along the central and northern sections.
10. **Established:**
Inhabitants separated from Billerica in 1733.
First Town Meeting held January 14, 1734.
Duly incorporated December 23, 1734.
11. **Form of Government:**
Open Town Meeting
Five Member Elected Board of Selectmen
Appointed Town Manager

Elected Officers

SELECTMEN

Douglas W. Sears, Esq.	2005
John F. Ryan	2006
Jerome E. Selissen	2006
Charles E. Coldwell	2007
Joseph P. Gill, Jr., Chairman	2007

BOARD OF HEALTH

Jennie M. McCarthy (res. 10/16/04)	2005
Christine Kinnon	2005
Stephanie J. Wilkie, Chairman	2005
Edward J. Sheehan, Jr.	2006
Thomas S. Churchill	2006
Phillip L. French	2007

TOWN CLERK

Elizabeth A. Carey	2005
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MODERATOR

James P. Coakley	2005
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PLANNING BOARD

David J. Plunkett, Chairman	2005
Frank R. Sweet	2006
Nancy L. Reed	2007
Robert A. Fowler	2008
Vincent W. Spada	2009

SCHOOL COMMITTEE

Joseph E. Russell	2005
Scott J. Consaul	2006
Ruth M. Perrin	2006
Dennis J. Peterson, Chairman	2007
Keith E. Rauseo	2007

REGIONAL VOKE SCHOOL COMMITTEE

John Peter Downing	2006
Patricia M. W. Meuse	2007

TRUSTEES PUBLIC LIBRARY

Brenda M. Orio	2005
Janet G. Sutton	2005
Warren R. Carey	2006
Mary R. MacDonald	2006
Joseph C. Frank	2007
Mark F. O'Connor	2007

HOUSING AUTHORITY

Linda A. Ricardo-Brabant	2005
Robert C. Briggs	2006
John W. Deputat (Governor's Appointee)	2006
Shawn E. Dillon	2008
Louise A. Gearty, Chairman	2009

Appointive Officers

Town Manager	David G. Cressman
Asst. to the Town Manager	Sandra A. Barbeau
Town Counsel	Charles J. Zaroulis, Esq.
Animal Inspector	Pam Gorrasi
Appraisers	Board of Selectmen
Assessor (Chief)	John J. Kelley
Assessor	Barbara Flanagan
Assessor	Susan E. Moore
Attendance Officer	George Hazel
Accountant	Donna Gill
Building Commissioner	Richard A. Colantuoni
Asst, Building Commissioner	Edward Johnson
Community Dev. Director	Steven Sadwick
D. P. W. Superintendent	Toma Duhani
Emergency Management Dir.	Michael Sitar
Finance Director	Donna Walsh
Fire Chief	Richard Mackey
	Thomas Ryan (ret. 04)
Health Sanitarian/Deputy	
Animal Inspector	Dean Trearchis
Historian	Warren Carey
Northern Middlesex Area	
Commission Rep.	David G. Cressman
	Charles E. Coldwell
Police Chief	Alfred Donovan
	John Mackey (ret. 04)
Recreation Director	Roy Patterson
Sealer of Weights & Measures	Edward Johnson
Superintendent of Schools	Christine L. McGrath, Ph.D.
Tax Collector	Dorothy Lightfoot
Treasurer	Janet Smith
Veterans Agent	James Williams
Veterans Burial Indigent	Farmer & Dee, Inc.
	Tewksbury Funeral Home
Veterans Grave Officer	
Wire Inspector	Jeremiah Delaney

Appointed Boards- Committees-Commissions

APPEALS BOARD

Joseph Kelley	2005
Marc DiFruscia	2005
Jennie McCarthy (resigned)	2005
Michael Firneno (resigned)	2006
Robert Stephens	2006

APPEALS BOARD-ASSOCIATE MEMBERS

Brad Zarba	2005
Kenneth Collins	2005

BOARD OF REGISTRARS

Donald Ordway	2005
Beverly Bennett	2006
Edward Creamer	2007
Elizabeth A. Carey, Ex Officio	

ASSISTANT REGISTRARS

Kathleen M. Garrant	2005
Sandra E. Turcotte	2005
Gina Hickford	2005

CABLE ADVISORY COMMITTEE

Donna Gacek	2005
Joseph Dermody	2005
Peter Orio	2005

CONSERVATION COMMISSION

Gregory Peters	2005
Michael Kelley	2005
Sal Tornante	2006
Andrew Stack	2007
Stanley Folta, Jr., Chairman	2007

CONSERVATION COMMISSION – ASSOCIATE MEMBERS

Laurence Bairstow	2005
Marc Wallace	2005

CONSTABLE – TERM TO EXPIRE – 2005

Sandra Barbeau	
Yvonne Rawson-Bozek	
Richard Carter	
Edward F. Clark, Jr.	
Edward F. Clark, III	
Dean Devito	
John J. Flaherty, Jr.	
Ronald P. French	
Herbert Hadley	
Mark Hildebrand	
Edwina Hudson	
Cheryl Laffey	
Wilfred A. Lambert	
John Lynch	

James J. Mazza
Walter J. McAvoy
Scott Michalewicz
Dennis A. Mills
Harold Morang
David Muscovitz
Kevin Mahoney
Gail Perdicaro
George H. Rost, Jr.
Anthony Saia
Janet Smith
Donald Stout
Henry E. Sullivan

COUNCIL ON AGING

Bernice Sprague	2005
Joel Deputat	2005
Marie Durgan	2005
Mark Wood	2005
Ellen Keefe	2006
Joanne Aldrich	2006
Phyllis Gibson	2006
Norman J. Desmarais	2007
Rose McKenna	2007
Lorene Patch	2007
Joan Unger	2007

Alternates

Muriel Gifford	2006
Carolyn French	2006
Warren Layne	2006

FINANCE COMMITTEE

Thomas Cooke	2004
Kevin Donnelly	2004
John Dunfey	2004
Kenneth Holden	2005
John Wynn	2005
George Donovan	2005
Todd Johnson	2006
Ronald Hall	2006
Raymond Shaw, Chairman	2006

HISTORICAL COMMISSION

Douglas W. Sears	2005
James J. Gaffney, III	2005
Raymond Paczkowski	2005
Beverly Bennett	2005
M.Eileen McDonagh	2005
Warren R. Carey	2005

INDUSTRIAL COMMISSION

Matthew Dailey	2006
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LAND USE COMMITTEE

Douglas W. Sears, Esq.	
David Cressman	
Stephen Prevost	
Robert Kelley	
Michelle Walsh, Chairman	

Joanne Foley
 Steve Sadwick
 Robert Fowler
 Corrine Delaney
 Greg Peters
 Stephanie Wilkie
 Richard Morris

LOCAL HOUSING PARTNERSHIP

Raymond White	2004
Marilyn Phelan	2005
Jay Axson	2005
Brenda Pachucki	2005
Stephen Deackoff	2005
Corinne Delaney	
Greg Peters	

MASS. CULTURAL COUNCIL

Eleanor Corey	2003
Lani Matthews	2003
Marylou Christoffels	2003
Marcie Murphy	2003
Maria Galante	2004
Donna Pacheco	2004
Gina Hickford	2005
Patricia Powers	2005
M. Eileen McDonagh	2005

MASTER PLAN COMMITTEE

Stephanie Wilkie
 Nancy Reed
 Frank Sweet
 Salvatore Tornante
 Susan Duffy

MEMORIAL COMMITTEE – 2004

Charles Coldwell
 John Kane
 Richard Morris
 Kenneth Holden
 Warren R. Carey

MILLS STUDY COMMITTEE

Douglas Sears – Selectmen Rep.
 John Mackey – Police Chief
 Thomas Ryan – Fire Chief
 Ray Shaw, Finance Committee
 James Carter
 Steve Deackoff
 Peter Guglietta (res. '03)
 David Silva (res. '03)
 Michael Sitar, Jr.

PATRIOTIC ACTIVITIES COMMITTEE

Amanda Hicks	2004
David Hicks	2004
Roy Patterson	
Charles Coldwell	

PERSONNEL RELATIONS REVIEW BOARD

William Phalan	2004
Stephen Hattori, Chairman	2005
Sandra A. Barbeau	2005
Roy Patterson	2005
Robert O'Brien	2005

RECYCLING COMMITTEE 2005

Joseph P. Gill
 Jae Gray
 Dan Mazik
 Kristina M. Rogers, Chairman
 Sean Czarniecki
 Sandra Barbeau
 Bonnie Gallagher
 Kristen Gallagher
 Jennifer Krider
 Marcie Rizzo
 Loretta Ryan

SEWER AGREEMENT COMMITTEE

David Cressman
 William Burris
 Joseph Gill
 Shawn Dillon
 Richard Mazzoni

SIDEWALK COMMITTEE

Franco Lucchesi, Chairman
 Laura Caplan
 Ted Dooling
 Mike Mucci
 Jefferson Smith
 Elaine Quinlan
 Sandra Campo
 Sam Krikorian
 Eric Braciska
 Ron Hall

STREET NAME CHANGE COMMITTEE

Joan Dunlevy
 Elizabeth Carey
 Gerald Cullen
 Louise Gearty
 Edward Kearns
 Matthew McGillick
 Rita O'Brien Dee
 Edward Sullivan
 Donna Marshall
 Richard Mackey

TRUST FUND COMMISSION

Warren Carey	2004
Janet Smith	2005
Dorothy Lightfoot	2005

WYNN SCHOOL BUILDING COMMITTEE

David Cressman
 James Cutelis
 Ray Shaw

Charles Coldwell
John Ryan
John Wynn
Brenda Theriault-Regan
James Melloni
Richard Colantuoni

Special Governmental Districts

SENATORS IN CONGRESS

HONORABLE EDWARD M. KENNEDY (D)
Senate Office Building, Washington, DC, 20510

HONORABLE JOHN F. KERRY (D)
Senate Office Building, Washington DC, 20510

CONGRESSIONAL DISTRICT: 5TH

MARTIN T. MEEHAN (D)
House of Representatives, Washington, DC, 20515

STATE GOVERNMENT

SUSAN TUCKER (D)
2ND Essex & Middlesex Senatorial District
Senate Offices: State House, Boston, MA, 02133

JAMES R. MICELI (D)
19TH Middlesex District of General Court
House of Representatives, State House, Boston, MA
02133

BARRY R. FINEGOLD (D)
17TH Essex District of General Court
House of Representatives, State House, Boston, MA
02133

Presidential Primary

MARCH 2, 2004

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 7:00 AM and closed at 8:00 PM. There were 3,329 votes cast. Precinct 1 – 363, Precinct 1A – 414, Precinct 2 – 398, Precinct 2A – 384, Precinct 3 – 415, Precinct 3A – 449, Precinct 4 – 422 and Precinct 4A – 484.

Precinct 1	- Alice Golen, Warden	Alice A. Carroll, Clerk
Precinct 1A	- Mary A. Casazza, Warden	Yolanda Luongo, Clerk
Precinct 2	- Bernice Sprague, Warden	Cecilia T. Wolff, Clerk
Precinct 2A	- Rosemarie Krugh, Warden	Bertha D'Amico, Clerk
Precinct 3	- Laurence Bairstow, Warden	Jeanette Pozerski, Clerk
Precinct 3A	- Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4	- Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A	- Christina Stanley, Warden	Dorothy E. McGrath, Clerk

TOWN OF TEWKSBURY PRESIDENTIAL PRIMARY MARCH 2, 2004

DEMOCRATIC PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	326	372	372	327	379	388	391	430	2,985

President

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	2	1	3	1	0	6	7	6	26
Richard Gephardt	3	0	2	0	0	0	1	1	7
Joseph Lieberman	7	4	5	8	3	7	7	2	43
Wesley K. Clark	2	3	2	0	2	4	2	3	18
Howard Dean	8	8	9	7	9	14	8	7	70
Carol Moseley Braun	0	0	1	1	0	1	0	0	3
John Edwards	94	107	85	81	117	91	82	102	759
Dennis J. Kucinich	3	3	10	5	4	1	3	3	32
John F. Kerry	196	241	248	218	233	258	275	297	1,966
Lyndon H. LaRouche, Jr.	1	1	1	0	1	0	1	0	5
Al Sharpton	4	0	4	1	3	4	1	5	22
No Preference	5	3	1	4	5	1	4	4	27
Others	1	1	1	1	2	1	0	0	7
Total	326	372	372	327	379	388	391	430	2,985

State Committee Man

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	103	114	123	107	135	161	137	148	1,028
James A. Cuticchia	221	257	248	218	241	225	253	277	1,940
Others	2	1	1	2	3	2	1	5	17
Total	326	372	372	327	379	388	391	430	2,985

State Committee Woman

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	101	109	120	101	131	155	137	142	996
Nancy Stolberg	224	263	252	225	246	230	252	285	1,977
Others	1	0	0	1	2	3	2	3	12
Total	326	372	372	327	379	388	391	430	2,985

Town Committee

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	5,624	5,924	6,367	5,271	6,449	7,396	7,415	7,086	51,532
Warren R. Carey	186	246	229	199	229	218	213	280	1,800
Joan M. Dunlevy	189	235	230	200	225	205	202	269	1,755
Frederick L. Simon	157	198	182	171	197	170	168	224	1,467
Rita C. O'Brien Dee	165	204	192	179	188	193	188	243	1,552
John F. Ryan	180	223	206	186	223	183	182	249	1,632
Donna J. Gill	158	203	193	176	194	181	179	227	1,511
John J. Kelley, Jr.	162	209	195	180	202	187	189	235	1,559
Celeste M. Lynch	158	185	179	170	177	160	170	212	1,411
John G. Harriman	151	182	180	168	179	159	167	207	1,393
Claire K. Penney	158	193	177	174	197	171	171	219	1,460
Louis James Connolly	155	194	181	173	187	159	171	219	1,439
Stephanie J. Wilkie	160	193	197	176	191	173	178	235	1,503
Edward J. Sheehan, Jr.	190	222	199	183	199	209	183	239	1,624
Marie P. Sweeney	158	190	179	175	198	172	175	219	1,466
Scott J. Consaul	174	202	199	175	219	181	187	231	1,568
Janice M. O'Neill	155	189	179	174	177	167	173	216	1,430
Charles T. Coppola	185	215	210	181	206	207	202	252	1,658
Phyllis H. Shaw	156	193	176	167	181	160	167	208	1,408
Robert A. Fowler	175	209	195	173	201	176	184	235	1,548
Carol A. Hazel	179	228	196	181	196	181	198	233	1,592
William J. Deignan, Jr.	146	181	172	165	177	155	162	208	1,366
William A. Phalan	155	204	187	172	185	169	172	233	1,477
Elisabeth R. Desmarais	160	204	193	176	196	176	175	218	1,498
Jospeh P. Gill, Jr.	162	201	193	174	191	177	173	219	1,490
Tara M. Coakley	184	204	192	179	209	180	178	220	1,546
John T. Lynch	154	183	179	172	180	158	169	210	1,405
Leann Kennedy D'Entremont	158	198	181	175	208	166	176	220	1,482
Michael P. Kelley	160	193	180	173	197	169	172	209	1,453
Mary-Ann O. Nichols	152	187	179	181	179	159	173	207	1,417
Raymond P. Shaw, Jr.	159	194	173	165	176	159	170	209	1,405
Josephine T. Sheehan	174	196	184	177	186	177	172	218	1,484
Richard O'Neill, Jr.	157	197	183	169	184	168	173	219	1,450
Paula B. Coppola	171	210	199	178	194	200	196	237	1,585
Thomas G. Conlon	170	217	197	177	194	181	182	240	1,558
Sandra L. Creamer	173	214	187	180	194	178	180	245	1,551
Total	11,410	13,020	13,020	11,445	13,265	13,580	13,685	15,050	104,475

GREEN RAINBOW PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	0	1	0	0	0	0	1	0	2

President

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Kent Mesplay	0	0	0	0	0	0	0	0	0
Lorna Salzman	0	0	0	0	0	0	1	0	1
Paul Glover	0	0	0	0	0	0	0	0	0
David Cobb	0	0	0	0	0	0	0	0	0
No Preference	0	1	0	0	0	0	0	0	1
Others	0	0	0	0	0	0	0	0	0
Total	0	1	0	0	0	0	1	0	2

State Committee Man

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	1	0	1
Bassam Salim	0	1	0	0	0	0	0	0	1
Others	0	0	0	0	0	0	0	0	0
Total	0	1	0	0	0	0	1	0	2

State Committee Woman

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	1	0	1
Jill Stein	0	1	0	0	0	0	0	0	1
Others	0	0	0	0	0	0	0	0	0
Total	0	1	0	0	0	0	1	0	2

Town Committee

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	10	0	0	0	0	10	0	20
Others	0	0	0	0	0	0	0	0	0
Total	0	10	0	0	0	0	10	0	20

LIBERTARIAN PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	1	0	0	0	0	0	0	2	3

President

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Jeffrey Diket	0	0	0	0	0	0	0	0	0
Ruben Perez	0	0	0	0	0	0	0	0	0
Aaron Russo	0	0	0	0	0	0	0	0	0
Michael Badnarik	0	0	0	0	0	0	0	0	0
Gary Nolan	1	0	0	0	0	0	0	2	3
No Preference	0	0	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0	0	0
Total	1	0	0	0	0	0	0	2	3

State Committee Man

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	1	0	0	0	0	0	0	2	3
Others	0	0	0	0	0	0	0	0	0
Total	1	0	0	0	0	0	0	2	3

State Committee Woman

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	1	0	0	0	0	0	0	2	3
Others	0	0	0	0	0	0	0	0	0
Total	1	0	0	0	0	0	0	2	3

Town Committee

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	3	0	0	0	0	0	0	6	9
Others	0	0	0	0	0	0	0	0	0
Total	3	0	0	0	0	0	0	6	9

REPUBLICAN PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	36	41	26	57	36	61	30	52	339

President

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	1	1	0	2	0	0	1	5
George W. Bush	34	32	24	51	32	52	21	47	293
No Preference	1	5	1	5	1	6	7	4	30
Others	1	3	0	1	1	3	2	0	11
Total	36	41	26	57	36	61	30	52	339

State Committee Man

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	32	35	24	50	36	53	27	49	306
Kevin Manning	0	1	0	0	0	0	0	0	1
Robert LeTourneau	0	1	0	0	0	0	0	0	1
Doug Sears	0	0	1	1	0	0	0	0	2
Kevin Comtois	0	0	0	1	0	0	0	0	1
J. W. Krugh	0	0	0	1	0	0	0	0	1
Others	4	4	1	4	0	8	3	3	27
Total	36	41	26	57	36	61	30	52	339

State Committee Woman

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	32	38	25	51	36	52	28	49	311
Doreen Jennings	1	0	0	0	0	0	0	0	1
Beverly Bennett	0	0	1	0	0	0	0	0	1
Joann Foley	0	0	0	1	0	0	0	0	1
Maria Marasco	0	0	0	1	0	0	0	0	1
Others	3	3	0	4	0	9	2	3	24
Total	36	41	26	57	36	61	30	52	339

Town Committee

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	1,260	1,433	904	1,955	1,246	2,135	1,048	1,819	11,800
Kevin C. Anderson	0	0	0	2	1	0	0	0	3
Stephen P. Bazzinotti	0	0	0	2	1	0	0	0	3
Beverly A. Bennett	0	0	1	3	2	0	0	0	6
Paul J. Boucher	0	0	0	3	1	0	0	0	4
Diana B. Hanley	0	0	0	1	0	0	0	0	1
Paul E. Hanley	0	0	0	1	0	0	0	0	1
Robert F. Kelley	0	0	1	4	1	0	0	0	6
Donald R. Ordway	0	0	0	3	1	0	0	0	4
Jo Ann Ordway	0	0	0	3	1	0	0	0	4
Raymond J Paczkowski	0	0	1	3	1	0	0	0	5
Gregory S. Peters	0	0	1	3	1	0	0	0	5
Douglas W. Sears	0	0	1	4	1	0	0	0	6
Gail Marie Tressler	0	1	0	3	1	0	0	0	5
Glenn Ordway	0	0	1	0	0	0	0	0	1
Barry Tressler	0	0	0	1	0	0	0	0	1
Robt Ferrari	0	0	0	1	0	0	0	0	1
Carol Hazel	0	0	0	1	0	0	0	0	1
Paul Manning	0	0	0	1	0	0	0	0	1
Ralph Ford	0	0	0	0	0	0	2	0	2
June A. Alcott	0	0	0	0	0	0	0	1	1
Phil French	0	0	0	0	1	0	0	0	1
Tom Platz	0	0	0	0	1	0	0	0	1
Rod Patterson	0	1	0	0	0	0	0	0	1
Senate Robert Kelly	0	0	0	1	0	0	0	0	1
	1,260	1,435	910	1,995	1,260	2,135	1,050	1,820	11,865

TOTAL VOTE

	1	1A	2	2A	3	3A	4	4A	Total
Democratic	326	372	372	327	379	388	391	430	2,985
Green Rainbow	0	1	0	0	0	0	1	0	2
Libertarian	1	0	0	0	0	0	0	2	3
Republican	36	41	26	57	36	61	30	52	339
Total	363	414	398	384	415	449	422	484	3,329

Total Registered Voters	18,549
Total Votes	3,329
Percent	18%

A true copy attest:

Elizabeth A. Carey, CMMC
Town Clerk

Annual Town Election

APRIL 3, 2004

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 8:00 AM and closed at 8:00 PM. There were 3,903 votes cast. Precinct 1 – 386, Precinct 1A – 469, Precinct 2 – 421, Precinct 2A – 521, Precinct 3 – 485, Precinct 3A – 594, Precinct 4 – 470, and Precinct 4A – 557.

Precinct 1A	- Mary A. Casazza, Warden	Yolanda Luongo, Clerk
Precinct 2	- Bernice Sprague, Warden	Marie T. Magro, Clerk
Precinct 2A	- Rosemarie Krugh, Warden	Bertha D'Amico, Clerk
Precinct 3	- Laurence Bairstow, Warden	Priscilla Hurton, Clerk
Precinct 3A	- Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4	- Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A	- Dorothy E. McGrath, Warden	John Coviello, Clerk

ANNUAL TOWN ELECTION

April 3, 2004

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	386	469	421	521	485	594	470	557	3,903

BOARD OF SELECTMEN (VOTE FOR TWO)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	84	86	99	152	98	148	108	113	888
Charles E. Coldwell	215	254	206	198	297	304	213	310	1,997
Joseph P. Gill, Jr	186	258	191	168	237	258	216	287	1,801
Ralph F. Ford	95	119	102	104	93	112	174	130	929
Robert F. Kelley	108	118	157	264	163	205	142	189	1,346
Robert T. Marcin	38	42	37	54	29	58	29	25	312
Gregory S. Peters	44	60	45	93	50	88	55	60	495
Others	2	1	5	9	3	15	3	0	38
Total	772	938	842	1,042	970	1,188	940	1,114	7,806

BOARD OF HEALTH (VOTE FOR TWO) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	231	270	269	348	280	388	280	288	2,354
Jennie M. McCarthy	266	342	300	367	332	406	348	419	2,780
Phillip L. French	275	322	268	326	358	389	310	402	2,650
Others	0	4	5	1	0	5	2	5	22
Total	772	938	842	1,042	970	1,188	940	1,114	7,806

BOARD OF HEALTH (VOTE FOR ONE) 2 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	90	109	94	126	104	127	95	117	862
Thomas S. Churchill	134	184	200	250	102	198	240	250	1,558
Ralph M. McHatton	160	175	124	144	276	267	134	187	1,467
Others	2	1	3	1	3	2	1	3	16
Total	386	469	421	521	485	594	470	557	3,903

HOUSING AUTHORITY (VOTE FOR ONE)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	27	27	48	90	42	61	62	61	418
Louise A. Gearty	178	213	234	246	238	269	219	280	1,877
Marc A. DiFruscia	181	229	135	185	204	261	189	216	1,600
Others	0	0	4	0	1	3	0	0	8
Total	386	469	421	521	485	594	470	557	3,903

PLANNING BOARD (VOTE FOR ONE)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	129	131	130	184	142	203	137	163	1,219
Vincent W. Spada	254	335	284	337	339	382	331	392	2,654
Others	3	3	7	0	4	9	2	2	30
Total	386	469	421	521	485	594	470	557	3,903

SCHOOL COMMITTEE (VOTE FOR TWO)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	117	115	137	195	157	204	167	135	1,227
Dennis J. Peterson	250	333	247	305	301	362	294	338	2,430
Keith E. Rauseo	198	261	242	306	271	325	243	330	2,176
Melanie G. Sitar	207	227	212	236	239	295	235	309	1,960
Others	0	2	4	0	2	2	1	2	13
Total	772	938	842	1,042	970	1,188	940	1,114	7,806

REGIONAL VOKE SCHOOL COMMITTEE (VOTE FOR 1)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	106	100	104	142	142	182	114	140	1,030
Patricia M. W. Meuse	275	358	314	378	340	411	353	408	2,837
Others	5	11	3	1	3	1	3	9	36
Total	386	469	421	521	485	594	470	557	3,903

TRUSTEES PUBLIC LIBRARY (VOTE FOR TWO)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	238	250	279	358	305	392	275	307	2,404
Joseph C. Frank	255	328	280	334	324	384	325	392	2,622
Mark F. O'Connor	279	356	280	349	337	409	340	414	2,764
Others	0	4	3	1	4	3	0	1	16
Total	772	938	842	1,042	970	1,188	940	1,114	7,806

Total Registered Voters	18,520
Total Votes	3,903
Percent	21%

A true copy attest:

Elizabeth A. Carey, CMMC
Town Clerk

Annual Town Meeting

May 3, 5, & June 23, 2004

Tewksbury Memorial High School
320 Pleasant Street
May 3, 5, & June 23, 2004

Moderator James Coakley opened the 2004 Annual Town Meeting at 8:00 PM.

Reverend Carole Boutwell, Pastor of the First Baptist Church of Tewksbury, offered the Opening Prayer.

The Moderator called for a Moment of Silence for the Town Officials and Town Employees who passed away in the year 2003 and who are listed on pages 3 and 4 of the 2003 Annual Town Report.

The Pledge of Allegiance was led by Samantha Lucchesi.

The Moderator designated the Visitors Section and reminded the voters to display their voting ribbons. He informed the Assembly of the Town Meeting Guidelines printed on the inside cover of the Warrant.

Moderator Coakley informed the Assembly of the Related Articles 35, 36, and 37, under Section 3 of the Warrant, and that they would be acted upon on Wednesday evening.

Joseph Gill, Chairman of the Board of Selectmen, made upcoming events announcements. The Reycling Committee is sponsoring an Environmental Day, May 15, at 1:00 PM at the Department of Public Works, 999 Whipple Road. The Tewksbury Garden Club is hosting a Plant Sale, Saturday, May 22 at 9:00 AM, on the Town Common. A Sewer Committee Meeting is scheduled for May 19 at 7:00 PM at the High School Auditorium.

The Rainbow Girls have a refreshment stand in the High School foyer and are selling coffee, cold drinks, and pastries.

On Monday, May 3, 2004 there were 228 registered voters and 16 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted.
8:08 PM May 3, 2004

A motion was made to Adjourn the 2004 Annual Town Meeting to Wednesday, May 5, 2004 and this motion was Adopted.
8:57 PM May 3, 2004

The 2004 Annual Town Meeting Reconvened on Wednesday, May 5, 2004 at 8:00 PM.

On Wednesday, May 5, 2004 there were 189 registered voters and 11 visitors in attendance.

A motion was made to Adjourn the 2004 Annual Town Meeting to Wednesday, June 23, 2004 at 8:00 PM to act on Articles 2, 4, and 5 and this motion was Adopted.
8:27 PM May 5, 2004

Moderator James Coakley opened the Adjourned 2004 Annual Town Meeting on Wednesday, June 23, 2004 at 8:00 PM.

Moderator Coakley introduced Chris Heintz, Boy Scout Troop 47, Congregational Church, who is working on his Citizenship Merit Badge.

There were 131 registered voters and 11 visitors in attendance.

Board of Selectmen Chairman, Joseph Gill, informed the Assembly about the Tewksbury Historical Society Presentation and Slide Show about the Tewksbury Hospital on Thursday, June 24, 2004 at 7:00 PM at the Senior Center. The Tewksbury Hospital was founded in 1854 and is celebrating its' 150th Anniversary in 2004.

Moderator James Coakley asked the Assembly to remember Police Sergeant Robert Westaway and his wife, Kathy, as they are recovering from serious injuries sustained during a motorcycle accident.

SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot, Two (2) members of the Board of Selectmen for three years; Two (2) members of the Board of Health for three years; One (1) member of the Board of Health for two years; One (1) member of the Housing Authority for five years; One (1) member of the Planning Board for five years; Two (2) members of the School Committee for three years; One (1) member of the Regional Voke School Committee for three years; and Two (2) Library Trustees for three years.

Accomplished at the 2004 Annual Town Election, April 3, 2004.

SECTION 2

Article 2	Elected Official Salaries	
Article 3	Consent Calendar	
Article 4	Budget	Lottery System for each Department
Article 5	Budget Related	Sewer Enterprise Fund
Article 6	Budget Related	Increase authorization to borrow for improvements to town's water system
Article 7	Budget Related	Sidewalk Funding on various streets
Article 8	Budget Related	Funding for pay raises
Article 9	Budget Related	Funding for Sutton Brook Remediation
Article 10	Budget Related	Merit pay increases for Dept. Heads
Article 11	Budget Related	Transfer NESWC Grant to Road Improvement Account
Article 12	Personnel By-Law	Amend Personnel By-Laws, Section III (e) (Systems Operator)
Article 13	Personnel By-Law	Amend Personnel By-Laws, Section IV Fringe Benefits
Article 14	Personnel By-Law	Amend Personnel By-Laws, Section II Employee Contract
Article 15	Personnel By-Law	Amend Personnel By-Laws, Section III (e) Parks & Rec. Dir./Project Mgr.
Article 16	Personnel By-Law	Amend Personnel By-Laws, Section III (e) Library Associate
Article 17	Personnel By-Law	Amend Personnel By-Laws, Section III (e) Library Clerical Asst.
Article 18	Personnel By-Law	Amend Personnel By-Laws, Section III (e) Asst. Animal Control Officer

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the fiscal year 2005.

	<u>FY04</u> <u>Present</u>	<u>FY05</u> <u>Requested</u>
<u>BOARD OF HEALTH</u>		
Chairman	450	450 Voted
Members (4)	350	350 Voted
MODERATOR		
	500	500 Voted
PLANNING BOARD		
Chairman	1200	1200 Voted
Members (4)	850	850 Voted
SCHOOL COMMITTEE		
Chairman	3000	3000 Voted
Members (4)	2500	2500 Voted
SELECTMEN		
Chairman	6000	6000 Voted
Members (4)	5000	5000 Voted

Motion: The Finance Committee motioned to Table Article 2 until June 23, 2004 at 8:00 PM and this motion was Adopted.
8:09 May, 3, 2004

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 2 from the Table and this motion was Adopted.
8:02 PM June 23, 2004

Motion: The Finance Committee motioned to Adopt Article 2, as written in the Warrant.
Voted: Article 2 was Adopted. 8:03 PM June 23, 2004

Executive Summary: The purpose of the article is to fix the salaries of certain elected Town officials.

ARTICLE 3

Consent Calendar

The Moderator will call out the number of the Articles, one by one. If a voter objects to any particular Article being included in the Consent Calendar, he/she should say the word "HOLD" when the number is called. The Article is then removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner. After calling of the individual items in the Consent Calendar, the Moderator shall ask that the voters pass all the remaining items as a unit.

Article 3-19	Accept the Annual Report
Article 3-20	Reduce the Tax Levy
Article 3-21	Lease/Purchase Agreement
Article 3-22	Authorize Chapter 90 Funds
(D) Article 3-23	Authorize Sale of Town Land – Map 82, Lot 10
(D) Article 3-24	Petition Legislature – Amend Special Act Charter Sec. 15
(D) Article 3-25	Petition Legislature – Article 67 1999 Annual Town Meeting

ARTICLE 3-19

To hear and act upon reports of the various town officers; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 3-19.
Voted: Article 3-19 was Adopted. 8:11 PM May 3, 2004

Executive Summary: The purpose of the article is to accept the reports of various town officers, which were printed in the 2003 Town Report.

ARTICLE 3-20

To see if the Town will vote to transfer from the E&D account the total sum of \$1,350,518 to be used by the Assessors to reduce the current tax levy or take any related action.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 3-20.
Voted: Article 3-20 was Adopted. 8:11 PM May 3, 2004

Executive Summary: This article allows the Town to utilize funds that were considered available as of June 30, 2003 to balance the FY05 budget.

ARTICLE 3-21

To see if the Town will vote to authorize the Town Manager to enter into Lease/Purchase Agreements of up to five years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations or take any related action.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 3-21.

Voted: Article 3-21 was Adopted.

8:11 PM May 3, 2004

Executive Summary: This article is acted on annually and allows the Town Manager to lease/purchase equipment for various Town departments subject to an annual appropriation.

ARTICLE 3-22

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by the purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s), to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any action relative thereto.

Town Manager

MOTION: THE FINANCE COMMITTEE MOTIONED TO ADOPT ARTICLE 3-22.

VOTED: ARTICLE 3-22 WAS ADOPTED.

8:11 PM MAY 3, 2004

Executive Summary: Each year the state indicates the amount it will allot to cities and towns for roadwork under Chapter 90. This article authorizes the town to spend these funds.

ARTICLE 3-23

To see if the Town will vote to authorize the Board of Selectmen to sell a parcel of Town property, Lot 10 on Assessors Map 82, and further described as approximately 2100 sq. ft. and located on Brown Street near Oregon Road. Said property was acquired by the Town by tax foreclosure procedures and shall be sold in accordance with Section 3.12.010 of the Town By-Laws. Or take any other action relative thereto.

Francis W. Groom, Jr. & Others

Motion: The Finance Committee motioned to Adopt Article 3-23.

Voted: Article 3-23 was Adopted.

8:14 PM May 3, 2004

Executive Summary: The town acquired this property by tax foreclosure on or about August 4, 2003. By selling this property the town can return it to the tax rolls.

ARTICLE 3-24

To see if the Town will vote to authorize the Board of Selectmen to petition the State Legislature to amend Chapter 275 of the Acts of 1986, (as amended by Chapter 336, Acts of 1987; and as amended by Chapter 152, Acts of 1988; and as amended by Chapter 229, Acts of 1995; and as amended by Chapter 145, Acts of 2003;) an article establishing a Selectmen-Town Manager Form of Government by deleting Section 15., subsection

(i) Town Clerk

In Section 15, after the paragraph starting with the words, "The acceptance of this act", and ending with the words "qualification of his successor", insert a new paragraph to read: Upon the expiration of the term of office of the present elected Town Clerk, the

Town Manager shall appoint the Town Clerk, provided however, the current Town Clerk shall continue in office as Town Clerk until said Town Clerk's retirement or removal. The appointee to the position of Town Clerk shall be a resident and registered voter in the Town of Tewksbury or shall become a Tewksbury resident and registered voter during the first six months of appointment. The powers, duties and responsibilities of the Town Clerk shall be as now or hereafter provided by applicable provisions of the Massachusetts General Laws and Special Acts and the By-laws and Regulations of the Town of Tewksbury.

Or take any other action relative thereto.

Town Manager
Finance Committee

Motion: The Finance Committee motioned to Adopt Article 3-24.

Mr. William Hurton motioned to Indefinitely Postpone Article 3-24.

Voted: Article 3-24 was Indefinitely Postponed.

8:24 PM May 3, 2004

Executive Summary: The purpose of this article is to appoint the Town Clerk. The Town Clerk is currently the only single elected full-time position. The position requires the Town Clerk to work in conjunction and harmony with the Town Manager and other Town Departments and would place the Town Clerk position under the administration of the Town Manager and the provisions of the Personnel Review Board. The appointment would assure that this position be filled by a candidate with expertise in Records Management and with the ability to assume increased and broader functions in this area.

ARTICLE 3-25

To determine if the Town will vote to authorize the Board of Selectmen and/or Conservation Commission to petition the state legislature to ratify the sale of property on Riverdale Avenue described in Article 67 of the 1999 Annual Town Meeting pursuant to Article 97 of the Amendments to the Massachusetts Constitution.

James F. Mackey, Jr. and Others

Motion: The Finance Committee motioned to Adopt Article 3-25.

The Moderator accepted a scrivener's error as pointed out by Mr. Scott Consaul.

On the third line, delete "Article 67 of the 1999 Annual Town Meeting" and insert in lieu thereof the following: "Article 19 of the October 1998 Special Town Meeting".

Voted: Article 3-25 was Adopted, as Corrected.

8:27 PM May 3, 2004

Article 3-25, with the Correction Incorporated Within:

To determine if the Town will vote to authorize the Board of Selectmen and/or Conservation Commission to petition the state legislature to ratify the sale of property on Riverdale Avenue described in **Article 19 of the October 1998 Special Town Meeting** pursuant to Article 97 of the Amendments to the Massachusetts Constitution.

Executive Summary: This article will complete the process of the sale of a small portion of Town owned land to the abutting land owner. The property is a small portion of land identified as Tewksbury Assessor's Map 98 Lot 148. The property was previously approved for sale by the Conservation Commission and Town Meeting vote in 1999. 3,521 square feet of land will be added to an existing lot which has a dwelling situated on it. The previous Article inadvertently failed to mention the authorization under Article 97, which is required to convey any property held under the control of the Conservation Commission.

ARTICLE 4

Budget

To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees and officers for the fiscal year which begins July 1, 2004 or take any related action.

	<u>FY03 Actual</u>	<u>FY04 Adopted</u>	<u>FY05 Dept Requests</u>	<u>FY05 Mgr Recommend</u>	<u>VOTED</u>
General Fund Budget Classification					
General Government					
Moderator					
Salaries	500	500	500	500	500
Operating	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
Total	600	600	600	600	600
Selectmen					
Salaries	23,588	29,185	28,500	28,500	28,500
Operating	109,535	151,236	146,631	136,631	136,631
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(2,335)</u>	<u>-</u>	<u>(2,477)</u>	<u>(2,477)</u>
Total	133,123	178,086	175,131	162,654	162,654
Town Manager					
Salaries	310,005	302,308	313,629	313,629	315,021
	3,965	4,290	4,550	4,290	4,290
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(15,330)</u>	<u>-</u>	<u>(15,896)</u>	<u>(16,210)</u>
Total	313,970	291,268	318,179	302,023	303,101
Finance Committee					
Salaries	2,233	2,500	2,500	2,500	2,500
Operating	<u>889</u>	<u>1,375</u>	<u>1,385</u>	<u>1,185</u>	<u>1,185</u>
Total	3,122	3,875	3,885	3,685	3,685
Town Counsel					
Operating	101,235	106,000	115,000	115,000	165,000
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(2,650)</u>	<u>-</u>	<u>(2,875)</u>	<u>(4,125)</u>
Total	101,235	103,350	115,000	112,125	160,875
Personnel Relations Review Board					
Salaries(Escrow for wage Increase)	-	-	-	-	---
Operating	<u>-</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>
Total	-	200	200	200	200
Administrative Services					
Salaries	95,005	86,674	86,674	86,674	88,380
Operating	20,738	23,550	20,000	20,000	20,000
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(1,676)</u>	<u>-</u>	<u>(1,600)</u>	<u>(1,626)</u>
Total	115,743	108,548	106,674	105,074	106,754
Town Clerk					
Salaries	191,361	202,679	206,935	206,935	211,554
Operating	11,218	12,395	12,895	12,895	12,895
Capital Outlay	-	-	500	-	---
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(3,138)</u>	<u>-</u>	<u>(3,297)</u>	<u>(3,297)</u>
Total	202,579	211,936	220,330	216,533	221,152

	<u>FY03 Actual</u>	<u>FY04 Adopted</u>	<u>FY05 Dept Requests</u>	<u>FY05 Mgr Recommend</u>	<u>VOTED</u>
Election					
Salaries	30,990	30,736	36,445	36,445	36,445
Operating	<u>5,793</u>	<u>6,218</u>	<u>7,700</u>	<u>7,700</u>	<u>7,700</u>
Total	36,783	36,954	44,145	44,145	44,145
Board of Registrars					
Salaries	2,850	2,850	2,850	2,850	2,850
Operating	<u>1,426</u>	<u>1,440</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>
Total	4,276	4,290	4,450	4,450	4,450
Total General Government	911,431	939,107	988,594	951,489	1,007,616
Finance Department					
Accounting					
Salaries	162,889	168,582	168,709	168,709	169,302
Operating	8,416	8,444	9,088	8,688	8,688
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(4,439)</u>	<u>-</u>	<u>(4,410)</u>	<u>(4,519)</u>
Total	171,305	172,587	177,797	172,987	173,471
Computer Services					
Salaries	126,199	129,442	132,691	132,691	133,590
Operating	116,475	99,600	111,900	110,400	110,400
Outlay	65,023	60,500	43,200	34,500	34,500
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(3,172)</u>	<u>-</u>	<u>(4,646)</u>	<u>(4,685)</u>
Total	307,697	286,370	287,791	272,945	273,805
Assessor					
Salaries	208,996	209,815	218,896	212,326	214,687
Operating	26,437	25,800	27,800	26,500	26,500
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(9,355)</u>	<u>-</u>	<u>(11,014)</u>	<u>(11,014)</u>
Total	235,433	226,260	246,696	227,812	230,173
Treasurer/Collector					
Salaries	320,762	331,732	327,274	327,274	330,717
Operating	162,777	187,880	187,880	182,880	182,880
Outlay	-	-	-	-	---
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(53,345)</u>	<u>-</u>	<u>(53,900)</u>	<u>(54,978)</u>
Total	483,539	466,267	515,154	456,254	458,619
Total Finance Department	1,197,974	1,151,484	1,227,438	1,129,998	1,136,068
Community Services					
Cable Television					
Salaries	2,272	2,500	2,500	2,500	2,500
Operating	<u>873</u>	<u>10,694</u>	<u>10,460</u>	<u>10,460</u>	<u>10,460</u>
Total	3,145	13,194	12,960	12,960	12,960
Dog Officer (Combine - Health FY05)					
Salaries	53,141	53,559	-	-	---
Operating	<u>4,519</u>	<u>4,251</u>	<u>-</u>	<u>-</u>	<u>---</u>
Total	57,660	57,810	-	-	---
Veteran's Services					
Salaries	62,024	62,025	32,020	32,020	32,377
Operating	<u>98,339</u>	<u>106,000</u>	<u>108,550</u>	<u>108,550</u>	<u>108,550</u>

	<u>FY03 Actual</u>	<u>FY04 Adopted</u>	<u>FY05 Dept Requests</u>	<u>FY05 Mgr Recommend</u>	<u>VOTED</u>
Total	160,363	168,025	140,570	140,570	140,927
Exceptional Children					
Salaries	23,176	21,825	23,570	23,570	23,570
Operating	<u>14,470</u>	<u>17,122</u>	<u>18,356</u>	<u>16,956</u>	<u>16,956</u>
Total	37,646	38,947	41,926	40,526	40,526
Patriotic Committee					
Operating	37,390	32,750	32,750	32,750	32,750
Homecoming Committee					
Operating	13,415	6,000	-	-	---
Parks and Recreation					
Salaries	187,786	89,868	93,753	93,753	239,061
Operating	<u>60,993</u>	<u>44,642</u>	<u>44,960</u>	<u>44,960</u>	<u>86,460</u>
Total	248,779	134,510	138,713	138,713	325,521
Total Community Services	558,398	451,236	366,919	365,519	552,684
Council on Aging					
Salaries	144,284	147,637	149,942	149,942	151,570
Operating	<u>61,423</u>	<u>61,729</u>	<u>61,564</u>	<u>61,564</u>	<u>61,564</u>
Total Council on Aging	205,707	209,366	211,506	211,506	213,134
Facilities					
Town Hall					
Salaries	13,406	16,147	15,665	15,665	15,665
Operating	52,938	50,038	49,948	49,948	49,948
Sewer Enterprise Fund Allocation	-	<u>(1,720)</u>	-	<u>(1,249)</u>	<u>(1,249)</u>
Total	66,344	64,465	65,613	64,364	64,364
Auxiliary Buildings					
Operating	30,348	29,695	30,000	30,000	30,000
Sewer Enterprise Fund Allocation	-	<u>(650)</u>	-	<u>(750)</u>	<u>(750)</u>
Total	30,348	29,045	30,000	29,250	29,250
School Building Committee					
Salaries	623	2,000	-	-	---
Operating	-	<u>100</u>	-	-	---
Total	623	2,100	-	-	---
Cemeteries					
Operating	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Total Facilities	100,315	98,610	98,613	96,614	96,614
Library					
Library					
Salaries	680,422	654,288	717,038	700,090	710,450
Operating	<u>313,807</u>	<u>332,450</u>	<u>321,950</u>	<u>321,950</u>	<u>321,950</u>
Total Library	994,229	986,738	1,038,988	1,022,040	1,032,400

	<u>FY03 Actual</u>	<u>FY04 Adopted</u>	<u>FY05 Dept Requests</u>	<u>FY05 Mgr Recommend</u>	<u>VOTED</u>
Planning and Development					
Planning (Community Development)					
Salaries	241,525	246,035	255,472	255,472	256,793
New Position	-	-	82,826	41,413	41,413
Operating	16,363	20,242	29,780	29,780	29,780
Capital Outlay	-	-	8,000	-	---
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(19,588)</u>	<u>-</u>	<u>(27,039)</u>	<u>(62,018)</u>
Total	257,888	246,689	376,078	299,626	265,968
Building					
Salaries	256,700	246,616	257,339	257,339	260,001
Operating	7,450	7,450	7,950	7,950	7,950
Capital Outlay	24,172	-	-	-	---
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(19,107)</u>	<u>-</u>	<u>(19,187)</u>	<u>(32,678)</u>
Total	288,322	234,959	265,289	246,102	235,273
Board of Health					
Salaries	191,806	207,695	252,492	252,492	255,180
Operating	39,932	36,543	47,401	47,401	47,401
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(5,394)</u>	<u>-</u>	<u>(7,497)</u>	<u>(7,624)</u>
Total	231,738	238,844	299,893	292,396	294,957
Total Planning and Development	777,948	720,492	941,260	838,124	796,198
Public Safety					
Police					
Salaries	4,699,282	4,644,660	4,700,208	4,523,089	4,558,414
Operating	322,861	315,013	364,389	313,483	313,483
Outlay	<u>177,917</u>	<u>118,000</u>	<u>138,601</u>	<u>120,000</u>	<u>120,000</u>
Total	5,200,060	5,077,673	5,203,198	4,956,572	4,991,897
Auxiliary Police					
Operating	2,193	1,800	1,800	1,800	1,800
Fire					
Salaries	3,737,257	3,770,943	3,866,498	3,740,781	3,732,046
New Position	-	-	346,786	-	---
Operating	195,886	214,760	218,760	214,760	214,760
Outlay	<u>236,915</u>	<u>239,445</u>	<u>209,126</u>	<u>194,126</u>	<u>194,126</u>
Total	4,170,058	4,225,148	4,641,170	4,149,667	4,140,932
Emergency Management					
Salaries	4,383	4,547	4,464	4,464	4,464
Operating	12,191	16,042	20,992	17,992	17,992
Capital Outlay	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>---</u>
Total	16,574	20,589	30,456	22,456	22,456
Parking Clerk					
Salaries	2,000	2,000	3,000	3,000	3,000
Operating	<u>1,705</u>	<u>2,700</u>	<u>2,700</u>	<u>2,700</u>	<u>2,700</u>
Total	3,705	4,700	5,700	5,700	5,700
Total Public Safety	9,392,590	9,329,910	9,882,324	9,136,195	9,162,785

	<u>FY03 Actual</u>	<u>FY04 Adopted</u>	<u>FY05 Dept Requests</u>	<u>FY05 Mgr Recommend</u>	<u>VOTED</u>
School Department					
Salaries	20,801,281	21,368,424	22,227,221	21,368,424	21,368,424
Operating	7,800,653	7,339,200	7,455,303	7,337,691	7,337,691
Outlay	<u>38,440</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total School Department	28,640,374	28,707,624	29,682,524	28,706,115	28,706,115
Public Works					
Department of Public Works					
Salaries	2,126,421	2,149,144	2,146,671	2,138,012	2,042,111
Operating	1,585,917	1,265,437	1,453,138	1,301,038	1,259,538
Outlay	181,722	175,726	210,530	207,492	207,492
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(156,418)</u>	<u>-</u>	<u>(160,141)</u>	<u>(162,171)</u>
Total	3,894,060	3,433,889	3,810,339	3,486,401	3,346,970
Snow and Ice					
Salaries	211,481	76,008	76,009	76,009	76,009
Operating	<u>467,639</u>	<u>124,000</u>	<u>124,000</u>	<u>124,000</u>	<u>124,000</u>
Total	679,120	200,008	200,009	200,009	200,009
Street Lighting					
Operating	125,860	138,529	138,529	138,529	138,529
Solid Waste Disposal					
Operating	2,910,983	2,554,139	2,667,939	2,554,139	2,477,556
Total Public Works	7,610,023	6,326,565	6,816,816	6,379,078	6,163,064
Unclassified					
Reserve Fund	100,000	100,000	100,000	100,000	100,000
Maturing Debt	3,858,331	2,944,669	3,041,741	3,041,741	3,041,741
Interest-Maturing Debt	2,051,802	1,583,852	1,529,087	1,529,087	1,529,087
Interest-Temporary Loans	267,661	300,000	300,000	300,000	300,000
Regional Vocational School	3,342,083	3,342,083	4,022,070	3,645,514	3,645,514
Retirement	1,970,496	2,566,931	3,052,839	3,052,839	3,052,839
Occupational Injury Reserve	56,129	56,129	56,129	56,129	56,129
Unemployment Compensation	10,471	26,630	16,130	16,130	16,130
Group Insurance	6,196,552	6,505,984	7,592,303	7,592,303	7,592,303
Medicare Tax	320,673	340,000	360,000	360,000	360,000
Fire/Liability Insurance	489,030	506,844	575,528	575,528	545,528
Sewer Enterprise Fund Allocation	<u>-</u>	<u>(289,655)</u>	<u>-</u>	<u>(330,157)</u>	<u>(330,157)</u>
Total Unclassified	18,663,228	17,983,467	20,645,827	19,939,114	19,909,114
Total Budget Before Transfers	69,052,217	66,904,599	71,900,809	68,775,792	68,775,792
Transfers					
To Sewer Enterprise	<u>-</u>	<u>367,472</u>	<u>-</u>	<u>360,100</u>	<u>360,100</u>
ATM Total General Fund Budget	<u>69,052,217</u>	<u>67,272,071</u>	<u>71,900,809</u>	<u>69,135,892</u>	<u>69,135,892</u>

Motion: The Finance Committee motioned to Table Article 4 to Wednesday, June 23, 2004 at 8:00 PM and this motion was Adopted. 8:28 PM May 3, 2004

The Finance Committee motioned to Remove Article 4 from the Table and this motion was Adopted.

8:02 PM June 23, 2004

Motion: The Finance Committee motioned to Amend Article 4 and Adopt Article 4, as Amended.

The Moderator informed the Assembly that he would read the Budget Classifications and if any voter wished to Debate any Budget to call out Debate and he would set that Budget aside.

The School Department Budget and Public Safety Budget were marked for Debate.

Voted: All other Department Budgets not marked for Debate were Adopted pre the Finance Committee's Recommendation.
8:09 PM June 23, 2004

Public Safety Budget:

Police Chief Al Donovan Withdrew his motion for Debate.

The Finance Committee's recommendation of \$9,162,785.00 for the Public Safety Budget was Adopted
8:10 PM June 23, 2004

School Department Budget:

School Committee Chairman, Scott Consaul, informed the Assembly the School Committee, by a 5-0, vote supports the Finance Committee's Recommendation.

The Moderator Moved the Question and this motion was Adopted. 8:33 PM June 23, 2004

Voted: The Finance Committee's recommendation of \$28,706,115.00 for the School Department Budget was Adopted.
8:33 PM June 23, 2004

Voted: The Total Department Budget of \$69,135,892.00 was Adopted. 8:34 PM June 23, 2004

Executive Summary: The purpose of the Article is to fund various department budgets for FY05.

Chief Assessor, Finance Director, Treasurer, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant on May 3, 2004.

**APPROPRIATION CERTIFICATE – 2004 ANNUAL TOWN MEETING
MAY 3 & 5 AND JUNE 23, 2004**

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	ENTERPRISE FUND	BORROW
3-20 Reduce the Current Tax Levy.		\$ 1,350,518.00 E & D Account		
4. GENERAL FUND BUDGET	\$ 69,135,892.00			
5. SEWER ENTERPRISE FUND (Established July 1, 2003)				
Department Receipts			\$ 2,116,120.00	
Transfer from General Fund			\$ 360,100.00	
6. Amend Art. 4, Oct. 7, 2003 STM Increase Authorization to Borrow To Make Improvements to Town's Water System.				\$ 376,160.00
7. Design and Construction of Sidewalks on Various streets in Town.				\$ 230,000.00
11. Road Improvement Account for Reconstruction & Repaving of Various Streets in Town.		\$ 54,763.37	NESWC "Waste to Energy" Grant	
RAISE & APPROPRIATE:	\$ 69,135,892.00			
SEWER FUND - DEPARTMENT RECEIPTS:			\$ 2,116,120.00	
SEWER FUND - TRANSFER FROM GENERAL FUND			\$ 360,100.00	
TOTAL SEWER FUND (Enterprise Fund):			\$ 2,476,220.00	
TRANSFER FROM E & D ACCOUNT:		\$ 1,350,518.00		
TRANSFERS:		\$ 54,763.37		
TOTAL TRANSFERS:		\$ 1,405,281.37		
TOTAL BORROW:				\$ 606,160.00

**APPROPRIATION CERTIFICATE – FISCAL 2005
RECAPITULATION**

TAX LEVY (Total Raise & Appropriate)	\$ 69,135,892.00
REDUCE TAX LEVY (Article 3-20 Transfer from E&D)	\$ 1,350,518.00
NET TAX LEVY	\$ 67,785,374.00
TRANSFER FROM E&D ACCOUNT	\$ 1,350,518.00
TRANSFERS	\$ 54,763.37
RAISE FROM SPECIFIC DEPARTMENT RECEIPTS (Article 5 – Sewer Enterprise Fund – Revenues)	\$ 2,116,120.00
TOTAL APPROPRIATION	\$ 71,306,775.37

ATTEST:
ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

ARTICLE 5

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the sewer enterprise fund or take any other action relative thereto.

**TOWN OF TEWKSBURY
SEWER ENTERPRISE FUND
FISCAL YEAR 2005 BUDGET**

<u>Budget Presentation:</u>		<u>Budget Recommendation:</u>		<u>Budget Article:</u>	
REVENUES		Recommend that the following sums		To see if the Town will vote to raise	
User Fees	1,836,676	be appropriated to operate the		and appropriate or transfer from	
Sewer Liens	100,000	sewer enterprise fund		available funds a sum of money to	
Connection Fees	100,000			operate the sewer enterprise fund	
Investment Income	8,000			or take any other action thereon.	
Transfer from GF	360,100	Salaries	-	Voted:	
Total	2,404,776	Expenses	285,000		
EXPENSES		Capital Outlay	-	That the following sums be	
<u>Direct</u>		Debt	1,473,641		
Salaries	-	Subtotal	1,758,641	appropriated for the sewer	
Expenses					
Lowell Sewer	285,000	Board of Selectmen	2,477	enterprise fund.	
Capital Outlay	-	Town Manager	15,896	Direct Expenses	
Debt		Accounting	4,410	Salaries	
Principal - Maturing Debt	888,299	Computer Services	4,646	Expenses	
Interest - Maturing Debt	381,401	Assessor	11,014	Capital Outlay	
Interest - Temporary	203,941	Treasurer/Collector	53,900	Debt	
Total	1,758,641	Town Counsel	2,875	Subtotal	
<u>Indirect</u>		Administrative Services	1,600	Indirect Expenses	
Board of Selectmen	2,477	Town Clerk	3,297	Total	
Town Manager	15,896	Community Development	27,039	And that \$2,404,776 be raised as	
Accounting	4,410	Town Hall	1,249		
Computer Services	4,646	Auxiliary Buildings	750	follows:	
Assessor	11,014	Building Dept	19,187		
Treasurer/Collector	53,900	Dept of Public Works	160,141	Department receipts	
Town Counsel	2,875	Health Dept	7,497	Transfer from GF	
Administrative Services	1,600	Group Insurance	227,769	<u>VOTED:</u>	
Town Clerk	3,297	Retirement	91,588	Department receipts	
Community Development	27,039	Medicare	10,800	Transfer from GF	
Town Hall	1,249	Subtotal	646,135		
Auxiliary Buildings	750	Total	\$2,404,776	SEE ATTACHED:	
Building Dept	19,187			ARTICLE 5	
Dept of Public Works	160,141	\$2,044,676 to come from sewer		FINANCE COMMITTEE	
Health Dept	7,497	enterprise revenues, \$360,100 to be		RECOMMENDATIONS	
Group Insurance	227,769	transferred from the general fund to			
Retirement	91,588	fund exempt sewer debt raised			
Medicare	10,800	through taxes			
Total Indirect Expenses	646,135				
Total Expenses	2,404,776				
Surplus/Deficit	(0)				

Motion: The Finance Committee motioned to Table Article 5 until Wednesday, June 23, 2004 at 8:00 PM and this motion was Adopted.

Motion: The Finance Committee motioned to Remove Article 5 from the Table and this motion was Adopted.
8:02 PM June 23, 2004

Motion: For the purpose of Article 5, the Finance Committee motioned to:

Raise: \$ 2,116,120.00

Transfer from the General Fund: \$ 360,100.00

Voted: Article 5 was Adopted per the Finance Committee's Recommendation.

8:35 PM June 23, 2004

Executive Summary: The purpose of this article is to fund the Sewer Enterprise Fund for FY 2005.

ARTICLE 6

To see if the Town will vote to amend Article 4 of the October 7, 2003, Special Town Meeting to increase the authorization to borrow funds to make improvements to the Town's water system by \$470,000, from the originally approved amount of \$647,000 to \$1,117,000.

Town Manager

Motion: The Finance Committee motioned to Amend Article 6 and Adopt Article 6, as Amended.

Voted: The Finance Committee's Amendment was Adopted.

8:30 PM May 3, 2004

Article 6 was Adopted, as Amended. 72 YES, -0- NO Unanimous Count

8:31 PM May 3, 2004

AMENDMENT: Replace "\$470,000" with "\$376,160"

Replace "\$1,117,000" with "\$1,023,160"

(Note: the Amendments reduce the amount in the article by \$93,840.)

Motion: That the Town hereby appropriates the additional sum of **\$376,160** to pay the costs of making improvements to the Town's water system and for the payment of all other costs incidental and related hereto, and that to meet this additional appropriation the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said additional sum under and pursuant to Chapter 44 Sections 7 and 8 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Article 6 With the Amendment Incorporated Within:

To see if the Town will vote to amend Article 4 of the October 7, 2003, Special Town Meeting to increase the authorization to borrow funds to make improvements to the Town's water system by **\$376,160**, from the originally approved amount of \$647,000 to **\$1,023,160**.

Executive Summary: This article will allow the Town to borrow an additional \$470,000 to replace and upgrade water mains throughout the Town of Tewksbury in conjunction with the Master Sewer Construction program and to set-up a leak detection program as required by the DEP in approving the sewer EIR. The additional funds are required based on on-going design work on the Master Sewer Project.

ARTICLE 7

To see if the Town will vote to appropriate the sum of \$230,000 to be expended by the Town Manager, for the design and construction of sidewalks on various streets in the Town, including costs incidental and related thereto, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$230,000 under and pursuant to Chapter 44 Section 7(5), of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, and that the Town Manager be authorized to apply for, accept and expend any federal, state or other grants that may be available for the project, or take any other action relative thereto.

Town Manager

Sidewalk Committee

Motion: The Finance Committee motioned to Adopt Article 7.

Voted: Article 7 was Adopted. 34 YES, -0- NO Unanimous Count

8:37 PM May 3, 2004

Motion: That the Town hereby appropriates the sum of \$230,000 to pay the costs for the design and construction of sidewalks and for all other costs incidental and related thereto, and that to meet this appropriation the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said funds under and pursuant to Chapter 44 Section 7(5) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds and notes of the Town therefore.

Executive Summary: The purpose of this article is to authorize the borrowing of funds so that sidewalk improvements can begin to be implemented in general compliance with a long range Town-wide Sidewalk Improvement Plan developed by the Sidewalk Committee. It is envisioned that an annual town meeting appropriation article similar to this will be submitted each year to work toward the implementation of this long range Plan, on file at the Town Clerk's Office, so that walking loops traverse the Town connecting the more densely populated and heavily traveled residential, municipal and commercial area, improving pedestrian safety and promoting general recreation and accessibility for all citizens (or accessibility for school aged children, adults and seniors).

ARTICLE 8

To see if the Town will vote to transfer the following sums or take any action relative thereto:

<u>FROM:</u>	<u>TO:</u>
Fire Salaries \$ 224,403.38	Police-Salaries \$ 2,120.00
	Town Manager-Salaries \$ 1,135.00
	Dept of Public Works-Salaries \$ 560.00
	Library-Salaries \$ 500.00
	Administrative Serv-Salaries \$ 1,000.00
	Town Clerk-Salaries \$ 560.00
	Building Dept-Salaries \$ 1,000.00
	Council on Aging-Salaries \$ 500.00
	Town Manager Salary Escrow \$ 217,028.38

Town Manager

Motion: Town Manager, David Cressman, motioned to Withdraw Article 8.
Voted: Article 8 was Withdrawn. 8:37 PM May 3, 2004

Executive Summary: This article sets aside funds to pay for future negotiated pay increases for the Town employees.

ARTICLE 9

To see if the Town will vote to transfer \$125,989.61 from the Rubbish Stabilization Encumbrance Account to a new special revenue fund – "Sutton Brook Remediation", or take any other related action.

Town Manager

Motion: Town Manager, David Cressman, motioned to Withdraw Article 9.
Voted: Article 9 was Withdrawn. 8:39 PM May 3, 2004

Executive Summary: This article will allow the Town to set aside funds that will be needed in future fiscal years to pay for the Sutton Brook Remediation as required by the EPA based on a signed agreement.

ARTICLE 10

To see if the Town will vote to raise and appropriate or transfer a sum of money to provide for a merit increase for Department Heads, effective July 1, 2003, and adjust the pay scale to reflect said merit increase, and to transfer the funds to the appropriate Departments, and to further increase Department Head salaries by merit increases as of July 1, 2004, and July 1, 2005, or take any action relative thereto.

Town Manager

Motion: Town Manager, David Cressman, motioned to Withdraw Article 10.
Voted: Article 10 was Withdrawn.

8:39 PM May 3, 2004

Executive Summary: The intent of this article is to provide for merit increases for Department Heads.

ARTICLE 11

To see if the Town will vote to transfer a sum of funds from the North East Solid Waste Committee (NESWC) "Waste to Energy" Grant to the Road Improvement Account and said funds shall be expended by the Public Works Superintendent for the reconstruction and repaving various town streets or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Amend Article 11 and Adopt Article 11, as Amended.
Voted: The Finance Committee's Amendment was Adopted. 8:40 PM May 3, 2004
Article 11 was Adopted, as Amended. 8:40 PM May 3, 2004

AMENDMENT: Transfer the sum of \$54,763.37 for the purpose of Article 11.

Executive Summary: The Town expects to attain at least one final payment from this grant program. At the time this article is written the exact amount is not definite but is estimated to be \$50,000.00 and should be available for transfer and amendment by May 1, 2004.

ARTICLE 12

To see if the Town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages as follows to be effective July 1, 2004:

System Operator

ADD:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
32,128	33,989	35,957	38,053	40,256	42,588

Or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 12.
Voted: Article 12 was Adopted. 8:40 PM May 3, 2004

Executive Summary: The purpose of this article is to establish a System Operator position as part of the planned re-organization of the Police Department due to the retirement of existing personnel.

ARTICLE 13

To see if the Town will vote to amend the Personnel By-Laws, Section IV, Fringe Benefits by adding the following:

(s) Life Insurance:

The Town shall grant to full-time non-union employees the right to purchase additional Town Life Insurance at the employee's sole expense subject to weekly deductions to pay for this benefit.

(t) Disability Benefit:

The Town shall provide a Disability Insurance program for Department Heads which is selected by the Town Manager and approved by the Board of Selectmen to cover a period of non-occupational disability.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 13.

Voted: Article 13 was Adopted.

8:41 PM May 3, 2004

Executive Summary: The purpose of this article is to allow full-time non-union employees to purchase term life insurance at their expense and provide disability coverage to Department Heads who lack this coverage due to Social Security and retirement laws.

ARTICLE 14

To see if the Town will vote to amend the Personnel By-Laws, Section II by adding a new paragraph (l)

- (1) The Town Manager may negotiate and execute an employment contract which must be ratified by the Board of Selectmen for a period not to exceed three years for the starting salary and fringe benefits limited to vacation and sick leave for all Department Heads.

Or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 14.

Mr. Roy Patterson, Recreation Director, motioned to Amend Article 14.

Voted: Mr. Patterson's Amendment was Adopted.

8:44 PM May 3, 2004

Article 14 was Adopted, as Amended.

8:44 PM May 3, 2004

AMENDMENT:

Paragraph #1 After the word "contract" add the words "with input by the Personnel Relations Review Board"

Executive Summary: With the necessity of hiring experienced and professional managers from the public or private sectors, it has become difficult to be limited in recruiting qualified personnel by a Personnel By-Law that does not consider these employees are mid-career rather than entry level employees.

ARTICLE 15

To see if the town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages by adding the following new positions and adding the following new wage schedule effective July 1, 2003:

Parks and Recreation Director

Minimum	Maximum
\$54,879	\$66,730

Project Manager

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
37,601	39,481	41,455	43,529	45,705	47,992

Or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Amend Article 15.

Town Manager, David Cressman, motioned to Adopt Article 15, as Written.

Voted: The Finance Committee's motion to Amend Article 15, Failed.

8:51 PM May 3, 2004

Article 15 was Adopted, as Written 125 YES, 29 NO

8:55 PM May 3, 2004

Executive Summary: This will establish a Parks and Recreation Director position to reflect the recent town reorganization and create a Project Manager position to manage the sewer construction program which was formerly done by a consultant.

ARTICLE 16

To see if the Town will vote to amend the Personnel By-Laws Section III (e) salaries and wages by adding a new position and wage schedule, effective July 1, 2004, as follows:

Library Associate

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
32,129	33,989	35,957	38,053	40,255	42,587

Or take any other action relative thereto.

Board of Library Trustees

Motion: The Finance Committee motioned to Adopt Article 16.

Voted: Article 16 was Adopted.

8:55 PM May 3, 2004

Executive Summary: This position will address existing vacancies at the public library. It is part of staff reorganization.

ARTICLE 17

To see if the Town will vote to amend the Personnel By-Law Section III (e) salaries and wages by adding a new position and wage schedule, effective July 1, 2004, as follows:

Library Clerical Assistant (part-time, hourly)

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
12.3607	13.1009	13.8891	14.7203	15.6041	16.5420

Or take any other action relative thereto.

Board of Library Trustees

Motion: The Finance committee motioned to Adopt Article 17.

Voted: Article 17 was Adopted.

8:56 PM May 3, 2004

Executive Summary: This position will address existing vacancies at the public library. It is part of staff reorganization.

ARTICLE 18

To see if the Town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages by changing "Assistant Dog Officer (hrly)" to "Assistant Animal Control Officer (hrly)", or take any other action relative thereto.

Town Manager
Public Health Director

Motion: The Finance Committee motioned to Adopt Article 18.

Voted: Article 18 was Adopted.

8:57 PM May 3, 2004

Executive Summary: This article will change only the title of an existing position, to bring it into line with the creation of an Animal Control Officer at the Fall special town meeting.

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

ARTICLE 3-19	Adopted
ARTICLE 3-20	Adopted
ARTICLE 3-21	Adopted
ARTICLE 3-22	Adopted
D ARTICLE 3-23	Adopted
D ARTICLE 3-24	Indefinitely Postponed
D ARTICLE 3-25	Adopted, as Corrected

SECTION 3 (Lottery System)

Article 26	Town By-Law	Adopted	
Article 27	Zoning By-Law	Withdrawn	
Article 28	Zoning By-Law	Adopted, as Amended	
Article 29	Zoning By-Law	Adopted	
Article 30	Zoning By-Law	Adopted	
Article 31	Zoning By-Law	Adopted, as Corrected	
Article 32	Zoning By-Law	Adopted	
Article 33	Zoning By-Law	Adopted	
Article 34	Zoning By-Law	Adopted	
Article 35	Master Plan Article	North Study Area	Withdrawn
Article 36	Master Plan Article	South Study Area	Withdrawn
Article 37	Master Plan Article	Master Plan Entirety	Adopted
Article 38	Street Acceptance	Portion of Orchard St./Gabs Path	Withdrawn
Article 39	Easement to Mass. Electric-Water Treatment Plant		Adopted

ARTICLE 26

To see if the Town will vote to amend the Town By-Laws, Chapter 6.04 DOGS by striking the words dog officer and replacing with the words Animal Control Officer wherever it appears in sections 6.04.020, 6.04.060, 6.04.070, 6.04.080, 6.04.100, 6.04.110, 6.04.120, and 6.04.150 and by striking the words Office of Administrative Services wherever it appears in sections 6.04.080 and 6.04.120 and replacing with the words Director of Public Health and by striking the words assistant dog officer wherever it appears in sections 6.04.080 and 6.04.150 and replacing with the words assistant animal control officer. Or take any other action relative thereto.

Elizabeth A. Carey, Town Clerk
Thomas Carbone, Director of Public Health

Motion: The Finance Committee motioned to Adopt Article 26.

Voted: Article 26 was Adopted.

8:08 PM May 5, 2004

Executive Summary: The amendment to the Town By-laws would reflect the change in the title that is now being used for the Animal Control Officer, Assistant Animal Control Officer and changes the name of the supervising office.

ARTICLE 27

To see if the Town will vote to amend the Zoning Bylaw by deleting Section 8400, Interstate Overlay District in its entirety.

Town Manager

Motion: Town Manager, David Cressman, motioned to Withdraw Article 27.

Voted: Article 27 was Withdrawn.

8:21 PM May 5, 2004

Executive Summary: The purpose of this article is to delete the Interstate Overlay District which allowed for the following uses located near Federal Interstate Highway interchanges: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles.

The Interstate Overlay District would be deleted from the following areas:

1. That portion of the Town of Tewksbury (a) situated within a one half (½) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
 2. That portion of the Town of Tewksbury situated within a one quarter (¼) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.
-

ARTICLE 28

To see if the Town of Tewksbury will vote to amend the Zoning Bylaw by adding Section 7500, Open Space Residential Design (OSRD) Special Permit:

7500. OPEN SPACE RESIDENTIAL DESIGN (OSRD) SPECIAL PERMIT

7510. The Planning Board may grant a Special Permit for an Open Space Residential Design (OSRD) in the:
Residential Districts- R40, R80 and Farming.

7520. PURPOSE AND INTENT

The Purposes for OSRD are the following:

- a. To allow for greater flexibility and creativity in the design of residential developments;
- b. To encourage the permanent preservation of open space, agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, waterbodies and wetlands, and historical resources in a manner that is consistent with Tewksbury's Master Plan;

- c. To encourage a more efficient form of development that decreases burden on municipal economy, consumes less open land and conforms to existing topography and natural features better than a conventional subdivision;
- d. To further the goals and policies of the Town of Tewksbury's Master Plan;
- e. To increase environmental protection, by conserving open space, scenic areas, views, streams, recreational opportunities and other community assets;
- f. To promote efficiency and economy of street and utility layout; lessening storm run-off, erosion and sedimentation normally associated with more conventional patterns of residential development; retain natural drainage courses and wetlands; and in general promoting the health, safety, convenience and welfare of residential areas and of the Town of Tewksbury as a whole;
- g. To encourage development out of view from the road, and promote alternatives to strip residential development lining roadsides in the Town.

7530. ELIGIBILITY

7531. To be eligible for consideration as an OSRD:

- a. The tract shall be located in the Residential Districts: R40 and R80, and Farming,
- b. The minimum tract area shall be three (3) acres.
- c. The tract shall consist of a parcel or set of contiguous parcels.

7532. Housing Types

- a. Housing Units shall be Single Family detached units.
- b. No common wall or multi- family structures shall be allowed.

7540. SPECIAL PERMIT REQUIRED

The Planning Board may authorize an OSRD pursuant to the grant of a Special Permit. Such special permits shall be acted upon in accordance with the following provisions:

7541. PRE-APPLICATION

a. Conference.

The applicant is very strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board.

The purpose of a pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage in the development. At the pre-application review, the applicant may outline the proposed OSRD, seek preliminary feedback from the Planning Board and/or its technical experts, and set a timetable for submittal of a formal application.

b. The Planning Board shall adopt rules and regulations relative to the size, form, number and contents of the plans to be submitted for a pre-application review.

7542. DESIGN PROCESS

At the time of the application for a Special Permit for OSRD in conformance with 7544. **SITE SPECIFIC DESIGN STANDARDS**, applicants are required to demonstrate to the Planning Board that the following Design Process was performed by a certified Landscape Architect and considered in determining the layout of proposed streets, house lots, and open space.

a. Step One: Identifying Conservation Areas.

Identify preservation land.

1. Primary Conservation Areas (such as wetlands, riverfront areas, and floodplains regulated by state or federal law) and Secondary Conservation Areas (including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats and cultural features such as historic and archeological sites and scenic views) shall be identified and delineated as determined by the Conservation Commission or the Department of Environmental Protection.
2. The Potentially Developable Area will be identified and delineated. To the maximum extent feasible, the Potentially Developable Area shall consist of land outside identified Primary and Secondary Conservation Areas.

b. Step Two: Locating House Sites.

Locate the approximate sites of individual houses within the Potentially Developable Area and include the delineation of private yards and shared amenities, so as to reflect an integrated community, with emphasis on consistency with the Town's historical development patterns.

c. Step Three: Aligning the Streets.

Align streets and driveways in order to access the house lots.

Common Driveways may be allowed subject to the requirements of the Planning Board's Rules and Regulations.

d. Step Four: Lot Lines.

Establish lot lines for each of the individual parcels and open space.

7543. PROCEDURES

a. Application.

An application for a Special Permit for an OSRD shall include a Sketch Plan, (1 below) The Planning Board shall adopt rules and regulations relative to the size, form, number and contents of the Sketch Plan.

1. Sketch Plan.

The Sketch Plan shall be prepared by a certified Landscape Architect, or by a multidisciplinary team of which one member must be a certified Landscape Architect, and shall address the general features of the land, give approximate configurations of the lots, locations and sizes (footprints) of the houses, examples and elevations of the home types, open space, and roadways, a description of the neighborhood in which the tract lies, including utilities and other public facilities, and the impact of the proposed plan upon them, and include the information listed under the Subdivision Rules and Regulations. The Sketch Plan shall be submitted in accordance to the requirements as set forth in the Planning Board's Rules and Regulations (7542.b.) The Sketch Plan shall incorporate the Four-Step Design Process, according to 7542 above, and the Design Standards according to 7544 below, when determining a proposed design for the development.

2. Relationship Between the OSRD Special Permit and OSRD Definitive Subdivision Plan

The issuance of an OSRD Special Permit allows the applicant to submit an Open Space Definitive Subdivision Plan to the Planning Board for approval under the Subdivision Control Law. Any OSRD Special Permit issued by the Planning Board shall specifically state that the Open Space Definitive Subdivision Plan shall substantially comply with the OSRD Special Permit.

An Open Space Definitive Subdivision Plan will be considered not to substantially comply with the OSRD Special Permit if the Planning Board determines that any of the following conditions exist:

- a. an increase in the number of building lots;
- b. a significant decrease in the open space acreage;
- c. a significant change in the lot layout;
- d. a significant change in the general development pattern which adversely affects natural landscape features and open space preservation;
- e. significant changes to the storm water management facilities; and/or,
- f. significant changes in the wastewater management systems.
- g. significant change or receipt of information which deviates from the information used as a basis for the approval of the OSRD Special Permit issued by the Planning Board.

If the Planning Board determines that the Open Space Definitive Subdivision Plan does not substantially comply with the OSRD Special Permit, the Board may disapprove the OSRD Definitive Subdivision Plan.

The Planning Board may conditionally approve an Open Space Definitive Subdivision Plan that does not substantially comply with the OSRD Special Permit. However, such conditional approval must identify where the plan does not substantially comply with the OSRD Special Permit and shall require that the OSRD Special Permit be amended to be in compliance with the significant changes identified by the Planning Board. The Planning Board shall also require that the applicant file an application to amend the OSRD Special Permit within a specified time period.

The public hearing on the application to amend the OSRD Special Permit shall be limited to the significant changes identified by the Planning Board in their conditional approval of the Open Space Definitive Subdivision Plan.

b. General Procedures.

Whenever an application for a OSRD Special Permit is filed with the Planning Board, with a copy filed forthwith with the Town Clerk, applicant shall also file, within five (5) working days of the filing of the completed application, additional copies to be provided according to the Planning Board's Rules and Regulations, accompanying development plan of the entire parcel under consideration, prepared by a professional architect, engineer or landscape architect, and other documentation, to the Board of Health, Conservation Commission, Building Inspector, Department of Public Works, Police Chief, Fire Chief, and Town Engineer for their consideration, review, and report. The applicant shall furnish the copies necessary to fulfill this requirement.

Reports from other boards and officials shall be submitted to the Planning Board within thirty-five (35) days of receipt of the reviewing party of all of the required materials; failure of these reviewing parties to make recommendations after having received copies of all such required materials shall be deemed a lack of opposition thereto.

In the event that the public hearing by the Planning Board is held prior to the expiration of the 35 day period, the Planning Board shall continue the public hearing to permit the formal submission of reports and recommendations within that 35 day period. The Decision/Findings of the Planning Board shall contain, in writing, an explanation for any departures from the recommendations of any reviewing party.

c. Site Visit.

Whether or not conducted during the pre-application stage, the Planning Board may conduct a site visit during the public hearing.

d. Other Information.

The submittals and permits of this section shall be in addition to any other requirements of the Subdivision Control Law or any other provisions of this Zoning Bylaw. To the extent permitted by law, the Planning Board shall coordinate the public hearing required for an application for a Special Permit for a OSRD with the public hearing required for approval of a Definitive Subdivision Plan.

7544. SITE SPECIFIC DESIGN STANDARDS

a. Basic Maximum Number of Housing Units shall be determined by one of the following methods:

1. Determination of Yield Formula

The Basic Maximum Number shall be derived from the following calculation to determine the total number of lots (or dwelling units):

$$\text{Total Number of Lots} = \frac{\text{TA} - (0.5 \times \text{WA}) - (0.1 \times \text{TA})}{\text{Existing minimum lot area (1 acre)}}$$

TA = Total Area of Parcel (Acres)

WA = Wetlands and Riverfront Areas of Parcel (Acres)

The calculation of the number of Basic Maximum Number of Housing Units shall be rounded to the next whole number for units equal to 0.5 or greater.

OR:

2. Determination of Yield Plan

The Basic Maximum Number shall be derived from a Yield Plan. The Yield Plan shall show the maximum number of lots (or dwelling units) that could be placed upon the site under a conventional subdivision. The proponent shall have the burden of proof with regard to the Basic Maximum Number of lots (or dwelling units) resulting from the design and engineering specifications shown on the Yield Plan.

b. Affordable Housing Requirement.

An application for an Open Space Residential Design Special Permit shall be subject to the Affordable Housing Requirements of Section 7010 of the Town of Tewksbury Zoning Bylaws. Such application shall require that at least ten (10) percent of the total Dwelling Units be established as Affordable Housing Units (7013.a) in perpetuity. Total Dwelling Units shall mean the Basic Maximum Number from the Determination of Yield. Dwelling Units in addition to this number achieved through density bonus provisions (7544.f.) of this bylaw shall not be subject to the ten (10) percent requirement of this section. The calculation of the number of affordable units shall be rounded to the next whole number for units equal to 0.5 or greater. (Reference 7014 a.1.)

c. Dimensional Requirements

Lots sizes may be reduced in area from the requirements of the Zoning Bylaws of the Town of Tewksbury according to the following schedule:

R40 and Farming Districts, 43,560 Sq.Ft. to 10,000 Sq. Ft.

R80 District, 2 acres to 10,000 Sq. Ft.

The Planning Board may waive lot size requirements when significant benefit relating to the Purpose and Intent of the OSRD Special Permit are found as determined by the Planning Board.

d. Flexible Frontage

1. The combined frontage of the lots of an Open Space Residential Design shall equal or exceed 50 feet for each lot created. *[For example, in an R40 development, to create a six-lot development, the combined frontage of the parcels must be a minimum of 300 feet, not to include frontage on existing public ways.]*
2. Provided that all other requirements of this bylaw are met, the minimum frontage required for individual lots within an Open Space Residential Design shall be 40 feet. with the exception described in 7544.d.3.below. Each lot shall have adequate access on a public or private way which meets the standards in this Section.
3. To the extent feasible, protected open space shall be located adjacent to public ways. Any building lot which fronts on an existing public or private road shall have the frontage normally required in the zoning district.

e. Groups of House Lots and location of Open Space shall be determined per the requirements of the Planning Board's Rules and Regulations.

f. Increases in Permissible Density

An increase in the Basic Maximum Number of Housing Units shall be allowed according to the following:

1. For every additional one (1) dwelling unit, above the Basic Maximum Number restricted to an affordable housing unit in perpetuity, as defined in 7013.a.

one (1) additional market rate dwelling unit may also be added as a density bonus; provided, however, each development shall be allowed one additional market rate unit for one Affordable Housing Unit above the Basic Maximum Number as a density bonus, or, a 15% maximum density bonus over the Basic Maximum Number, whichever is greater.
2. For each additional ten percent (10%) of the site (over and above the required 50%) set aside as open space, a bonus of five percent (5%) of the Basic Maximum Number may be awarded; provided, however, that this density bonus shall not exceed 25% of the Basic Maximum Number.

g. Open Space Restriction:

1. A minimum of fifty percent (50%) of the development tract shall be Open Space.
2. No more than fifty percent (50%) of the designated open space may be comprised of wetlands, or land having an average grade greater than twenty-five percent (25%).
3. Wastewater and stormwater management systems serving the OSRD may be located within the open space.
4. Ownership of Open Space. The Open Space land shall either be conveyed to the Town of Tewksbury and accepted by it for park, conservation or open space use, or be conveyed to a non-profit organization, the principal purpose of which is the conservation of open space. In any case, where such land is not conveyed to the Town of Tewksbury, a restriction enforceable by the Town of Tewksbury shall be recorded providing that such land shall be kept in its open and natural state and not built upon for residential use or developed for an accessory use except as provided for herein, such as wastewater and stormwater management systems serving the OSRD. In order to insure that the corporation, non-profit organization or trust will properly maintain the unsubdivided land or open space, an instrument(s) shall be recorded at the Middlesex North Registry of Deeds which shall provide as a minimum the requirements of Section 7371 through 7379 of this bylaw inclusive.

7545. PUBLIC HEARING

After the opportunity for review by other boards has taken place, the Planning Board shall hold a hearing under this section, in conformity with the provisions of G.L. Chapter 40A, S9 and of the zoning bylaw and regulations of the Planning Board.

7546. DECISION OF THE PLANNING BOARD

The Planning Board may grant a special permit for a OSRD if it determines that the proposed OSRD has less detrimental impact on the tract than a conventional development proposed for the tract, after considering the following factors:

- a. whether the OSRD achieves greater flexibility and creativity in the design of residential developments than a conventional plan;
- b. whether the OSRD promotes permanent preservation of open space, agricultural land forestry land, other natural resources including waterbodies and wetlands, and historical and archeological resources;
- c. whether the OSRD promotes a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features better than a conventional subdivision;
- d. whether the OSRD reduces the total amount of disturbance on the site;
- e. whether the OSRD furthers the goals and policies of the open space/ master plan.
- f. whether the OSRD facilitates the construction and maintenance of streets, utilities, and public service in a more economical and efficient manner.
- g. whether the OSRD and its supporting narrative documentation complies with all sections of this zoning bylaw.
- h. whether the OSRD complies with the recommendations of the Department of Public Works, the Board of Health and the Conservation Commission.
- i. whether it appears that because of soil characteristics, drainage, traffic or other conditions , the granting of such a permit would be detrimental to the health, safety or welfare of the neighborhood or Town or inconsistent with the intent of the OSRD bylaw.

ADD:

To: 7010. AFFORDABLE HOUSING REQUIREMENT

7014. Provisions:

- a.1. An application for an Open Space Residential Design Special Permit shall require that at least ten (10) percent of the total Dwelling Units shall be established in perpetuity as Affordable Housing Units (7013.a) Total Dwelling Units shall mean the Basic Maximum Number from the Determination of Yield. Dwelling Units in addition to this number achieved through density bonus provisions (7544.f.) of this bylaw shall not be subject to the ten (10) percent requirement of this section. The calculation of the number of affordable units shall be rounded to the next whole number for units equal to 0.5 or greater.

To:

APPENDIX A

TABLE OF USE REGULATIONS

DISTRICTS

A. RESIDENTIAL USES	R40	R80	FA	LB	COM	TR	P	INS	MN	MFD	MFD/55	CDD	HI
7. Open Space Residential Design	PB	PB	PB	N	N	N	N	N	N	N	N	N	N

Planning Board

Motion: The Planning Board motioned to Amend Article 28 and Adopt Article 28, as Amended.

Voted: The Planning Board's Amendment was Adopted.

8:25 PM May 5, 2004

Article 28 was Adopted, as Amended. 5 YES, -0- NO Unanimous Count

8:26 PM May 5, 2004

AMENDMENT - Incorporated in Article 28 in bold, black print:

"In Appendix A Table of Use Regulations-Change SP to PB"

Executive summary: The benefits of this bylaw are to allow for greater flexibility and creativity in the design of residential developments while encouraging the permanent preservation of open space, wildlife habitat, and other natural resources. Reduced frontage requirements allow for shorter roads which decrease the burden on municipal economy and consume less open land than a conventional subdivision. Density requirements are similar to those imposed in our existing Cluster Subdivision and conventional subdivision regulations. Modest density increases are available for inclusion of additional affordable housing units and open space.

ARTICLE 29

To see if the Town will vote to amend the Zoning By-Law, Appendix A, Table of Use Regulations, Section C, Lines 33. Garaging or parking or one light commercial vehicle, 34. Garaging or parking of two light commercial vehicles, 35. Garaging or parking of

three or more light commercial vehicles, 36. Garaging or parking of one heavy commercial vehicle, 37. Garaging or parking of two or more heavy commercial vehicles by inserting "(Accessory Use Only)" in each use block.

Planning Board

Motion: The Planning Board motioned to Adopt Article 29.

Voted: Article 29 was Adopted. 18 YES, -0- NO Unanimous Count

8:17 PM May 5, 2004

Executive Summary: This amendment would specify that any type of parking or garaging of identified commercial vehicles is deemed to be an accessory use and not a principle use.

ARTICLE 30

To see if the Town will vote to amend the Zoning By-Law, by:

1) deleting Section 5123

5123. In parking facilities containing more than 80 parking stalls, 20 percent of such parking stalls may be for small car use, except for retail store, retail service business or restaurant uses. Such small car stalls shall be grouped in one or more contiguous areas and shall be identified by a sign(s).

2) deleting Section 5150

5150. Small Car Parking Dimensional Regulations. Off-street small car parking facilities shall be laid out and striped in compliance with the following minimum provisions:

ANGLE OF PARKING (degrees)	WIDTH OF PARKING STALL (ft.)	PARKING STALL LENGTH OF LINE (ft.)	WIDTH OF MANEUVERING AISLE (ft.)
90 (two-way)	8.5	15.0	24.0
60 (one-way)	9.8	18.5	18.0
45 (one-way)	12.0	21.5	14.0
Parallel (one-way)	8.0	18.0	14.0
Parallel (two-way)	8.0	18.0	18.0

3) Label Sections 5123 and 5150 as "reserved".

Planning Board

Motion: The Planning Board motioned to Adopt Article 30.

Voted: Article 30 was Adopted. 17 YES, -0- NO Unanimous Count

8:14 PM May 5, 2004

Executive Summary: The deletion of these two Sections of the Zoning Bylaw would remove the provisions for small car parking.

ARTICLE 31

To see if the Town will vote to amend the Zoning By-Law Section 5140 by changing the 9.0 to 9.5 in the chart below:

ANGLE OF PARKING (degrees)	WIDTH OF PARKING STALL (ft.)	PARKING STALL LENGTH OF LINE (ft.)	WIDTH OF MANEUVERING AISLE (ft.)
90 (two-way)	9.0-9.5	18.5	24

Planning Board

Motion: The Finance Committee motioned to Adopt Article 31.

It was brought to the Moderator's attention about a scrivener's error.
In the second column, WIDTH OF PARKING STALL (ft) - Should read 9.5.
The Moderator accepted the scrivener's error.

Voted: Article 31 was Adopted, as Corrected. 14 YES, -0- NO Unanimous Count 8:18 PM May 5, 2004

Executive Summary: While the existing width meets industry standards, the Planning Board feels an additional half foot would address the increase in vehicle sizes.

ARTICLE 32

To see if the Town will vote to amend the Zoning By-Law Section 8402 by replacing:

All uses permitted in the Heavy Industrial (HI) District shall be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board.

With the following:

All uses permitted in the underlying Heavy Industrial (HI) District shall be allowed in the Interstate Overlay District as further described in Appendix A: Table of Use Regulations subject to said existing by-right and special permit requirements.

Planning Board

Motion: The Planning Board motioned to Adopt Article 32.

Voted: Article 32 was Adopted. 10 YES, -0- NO Unanimous Count 8:20 PM May 5, 2004

Executive Summary: This clarification was suggested in the Attorney General's Approval Letter dated September 23, 2003. The new language would identify that some of the uses in the underlying district are by right and therefore satisfying the requirements of the uniformity provisions of the State Zoning Act, MGL Chapter 40A, Section 4.

ARTICLE 33

To see if the Town will vote to amend the Zoning By-Law by deleting Section 5434 as it currently reads, "An appropriate area for snow storage after plowing shall be provided on the premises" and replace it with the following:

5434. Snow storage shall be designated as a separate area exclusive of required landscaping and paved parking areas. For lots greater than 100 spaces, snow storage is required at 5,000 square feet of area per 43,560 square feet (1-acre) of parking lot shown on a plan. The Planning Board may allow for a snow removal plan to reduce the amount of area specifically designated as snow storage.

Planning Board

Motion: The Planning Board motioned to Adopt Article 33.

Voted: Article 33 was Adopted. 18 YES, -0- NO Unanimous Count 8:13 PM May 5, 2004

Executive Summary: The Zoning Bylaw's current requirement for snow storage is vague and at the applicant's discretion. This amendment would create an exclusive area for snow storage and allow for flexibility if snow removal plan is implemented.

ARTICLE 34

To see if the Town will vote to amend the Zoning By-Law, by adding the following Section:

4132. Pre-existing non-conforming residential lots (R-40, R-80, TR) of 15,000 square feet or less shall be allowed to have a maximum lot coverage of up to 20%.

Town Manager
Building Commissioner

Motion: The Planning Board motioned to Adopt Article 34.

Voted: Article 34 was Adopted. 16 YES, -0- NO Unanimous Count 8:15 PM May 5, 2004

Executive Summary: The purpose of this article is to give some lot coverage relief to smaller lots. This number (20%) is in line with other by-laws in the area.

ARTICLE 35

To see whether or not Town Meeting, by a non-binding vote, approves in its entirety the Planning Board's January 26, 2004 North Study area amendment to the September 15, 2003 Master Plan. Copies of the Master Plan and referenced amendments are available for public viewing at the Town Clerk's Office, the Tewksbury Public Library, and the Community Development Office.

Planning Board

Motion: The Planning Board motioned to Withdraw Article 35.

Voted: Article 35 was Withdrawn. 8:09 PM May 5, 2004

Executive Summary: The Planning Board approved an amendment to the adopted Master Plan for the North Study area on January 26, 2004. Both the Planning Board and the former Master Plan Committee seek Town Meeting's endorsement of the Master Plan North Study Area amendment in a non-binding vote.

ARTICLE 36

To see whether or not Town Meeting, by a non-binding vote, approve in its entirety the Planning Board's January 26, 2004 South Study area amendment to the September 15, 2003 Master Plan. Copies of the Master Plan and referenced amendments are available for public viewing at the Town Clerk's Office, the Tewksbury Public Library, and the Community Development Office.

Planning Board

Motion: The Planning Board motioned to Withdraw Article 36.

Voted: Article 36 was Withdrawn. 8:09 PM May 5, 2004

Executive Summary: The Planning Board approved an amendment to the adopted Master Plan for the South Study area on January 26, 2004. Both the Planning Board and the former Master Plan Committee seek Town Meeting's endorsement of the Master Plan North Study Area amendment in a non-binding vote.

ARTICLE 37

To see whether or not the Town Meeting, by non-binding vote, approves in its entirety the Planning Board's September 15, 2003 Master Plan. Copies of the Master Plan and referenced amendments are available for public viewing at the Town Clerk's Office, the Tewksbury Public Library, and the Community Development Office.

Planning Board

Motion: The Planning Board motioned to Adopt Article 37.

Voted: Article 37 was Adopted. 8:11 PM May 5, 2004

Executive Summary: The Planning Board has adopted a Master Plan as required by Mass. General Law Chapter 41 Section 81-D. Both the Planning Board the former Master Plan Committee seek Town Meeting's endorsement of the Master Plan in a non-binding vote.

ARTICLE 38

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Section 23, as amended, and other applicable statutes, to accept the laying out of particular town ways by order of the Board of Selectman as follows:

TOWN OF TEWKSBURY
BY ORDER OF THE BOARD OF SELECTMAN
ROADWAY LAYOUT

A CERTAIN PARCEL OF LAND SITUATED IN Tewksbury, Middlesex County, Massachusetts and shown as Lot 35 on Land Court Plan 8392N filed with Certificate No. 35206, Book 179 Page 11, together with the open space shown on said plan and depicted as Lots 33 and 34, on a plan entitled "Street Acceptance Plan, Tewksbury, MA, dated July 25, 2000, by Cuoco & Cormier Engineering Associates, Inc. Copy of plan on file in the Office of the Town Clerk, Town Hall.

Board of Selectmen
Town Manager
Jennifer M. Langlois and Others

Motion: Attorney Robert Scarano motioned to Withdraw Article 38, without prejudice.

Voted: Article 38 was Withdrawn, without prejudice.

8:12 PM May 5, 2004

Executive Summary: Street Acceptance Article to accept a portion of Orchard Street and Gabs Path all shown on a Land Court Plan and approved pursuant to the Tewksbury Board of Appeals.

ARTICLE 39

To see if the Town will vote to authorize the Town Manager to grant an easement to Massachusetts Electric Company for the purpose of installing, constructing, reconstructing, repairing, replacing, adding to, maintaining and operating for the transmission of high and low voltage electric current and for transmitting intelligence, an "UNDERGROUND ELECTRIC DISTRIBUTION SYSTEM" consisting of lines of buried wires and cables and lines of wires and cables installed in underground conduits, together with all equipment and appurtenances thereto for the transmission of intelligence and the furnishing of electric service specifically including the following equipment: manholes, manhole openings, handholes, junction boxes, transformers, transformer vaults, padmounts, padmount transformers and all housings, connectors, switches, conduits, cables and wires all located within the easement area and described as Parcel A and Parcel B situated on the easterly and westerly side of Merrimac Drive as shown on a Plan of Land recorded with the Middlesex North District Registry of Deeds in Plan Book 156, Plan 60.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 39.

Voted: Article 39 was Adopted.

8:19 PM May 5, 2004

Executive Summary: This article grants an easement to the Massachusetts Electric Company to service the Water Treatment Plant, Merrimac Drive, Tewksbury, MA.

Finance Committee Chairman, Ray Shaw, informed the Assembly he would be resigning from the Finance Committee at the end of the Fiscal Year. Mr. Shaw was appointed to the Finance Committee in 1994 and has served as Chairman from 1995 to 2004. Mr. Shaw received a standing ovation from the Assembly and Board of Selectmen Chairman, Joseph Gill, thanked Mr. Shaw for his many years of service to the Town of Tewksbury.

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the 2004 Annual Town Meeting, Sine Die, and this motion was Adopted.

8:38 PM June 23, 2004

Respectfully submitted:
Elizabeth A. Carey, CMC, CMMC
Town Clerk

Special Town Meeting

May 4 and May 5, 2004

Tewksbury Memorial High School
320 Pleasant Street

Moderator James Coakley opened the May 4, 2004, Special Town Meeting at 7:00 PM and he called for a fifteen minute Recess to allow, those who were present at 7:00 PM, to check-in as voters. Moderator Coakley called the Special Town Meeting back to session at 7:20 PM.

On May 4, 2004 there were 1851 registered voters and 85 visitors in attendance.

The Special Town Meeting was conducted in three assembly locations at the High School. Moderator James Coakley moderated in the gymnasium, Assistant Moderator Michael Kelley moderated in the Auditorium, and Assistant Moderator Warren Layne moderated in the Cafeteria. We are appreciative of their diligence.

The anticipated large voter turn-out required the assistance and support of the Building Commissioner, Richard Colantuoni; Fire Chief, Thomas Ryan; Deputy Fire Chief, George Yost; Fire Captain, Richard Mackey; and Fire Captain Robert Fowler to insure the place of assembly did not exceed the seating capacity in the gymnasium, auditorium and cafeteria and the Fire and Building Codes were adhered to. School Maintenance Foreman, James Sharkey and his staff; High School Head Custodian, Ben Dobbin were willingly available to assist the Fire Department, Building Commissioner and the Town Clerk in readying the building for town meeting; by setting up the three assembly locations; the voter check-in area; the delivery of town meeting supplies; providing for extra handicap parking areas; the delivery of the additional wheelchairs; and testing of the back-up emergency generator. Police Chief Al Donovan, Deputy Police Chief Tim Sheehan, Deputy Police Chief William Layne, and the Police Details provided their expertise in traffic management and strategies in crowd control. Joseph Dermody, the Town's Media Specialist, offered his guidance in linking the three assembly locations with sound and audio. The Fire Department EMT'S were on sight and available for any medical emergencies. The Fire Department supplied emergency lighting to Strong Field to provide additional voter parking. The Town Clerk and Staff, election Warden's, election (check-in) staff and town meeting vote Counters efficiently checked-in voters, visitors and provided ushering services. The Town Meeting vote Counters were called upon many times to take the standing counts of the voters in a responsible and competent manner and also assisted the secret ballot vote in a professional manner.

Sincere thanks to Town Manager, David Cressman and Selectman Chairman, Joseph Gill for their full backing and support; and to School Business Manager, Jack Quinn and School Superintendent Christine McGrath, for their thoughtful offering of any needs that may be required.

Special thanks to David Knight, BayState Electronics, for his electronic expertise in working with Joe Dermody to provide the video and audio; to Tewksbury Transit for their effectiveness in providing the three shuttle buses from the Ryan School, Town Hall and the Department of Public Works to the High School; and to Linda Brabant, Council On Aging Director, for the use of the additional wheelchairs.

Thank you to the voters for their patience and their attendance at this special town meeting to voice their opinions and to vote on all these important matters.

Respectfully submitted,
Elizabeth A. Carey, CMMC
Town Clerk

Motion: Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 7:28 PM May 4, 2004

Motion: Board of Selectmen Chairman, Joseph Gill, motioned to Table Articles 4 through 22 and Act on Article 23 and this motion was Adopted. 11:31 PM May 4, 2004

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 4 through 22 from the Table and this motion was Adopted. 7:01 PM May 5, 2004

Motion: Finance Committee Chairman, Ray Shaw, motioned to Adjourn the May 4, 2004, Special Town Meeting to Wednesday, May 5, 2004 at 7:00 PM and this motion was Adopted. 11:41 PM May 4, 2004

Moderator Coakley opened the May 4, 2004, Adjourned Special Town Meeting at 7:00 PM on May 5, 2004.

There were 186 registered voters and 11 visitors in attendance.

Motion: Finance Committee Chairman, Ray Shaw, motioned to Adjourn the May 4, 2004 Special Town Meeting, Sine Die, and this motion was Adopted. 7:38 PM May 5, 2004

ARTICLE 1

To see if the Town will vote to approve the following described Development Agreement, so-called, between the Town of Tewksbury, a Massachusetts municipal corporation with a usual place of business at Town Hall, Tewksbury, Massachusetts, acting by and through its Board of Selectmen and Town Manager ("Tewksbury"), and The Mills Corporation, a Delaware corporation, having a usual place of business at 1300 Wilson Boulevard, Suite 400 Arlington, Virginia 22209 ("Mills"), which Agreement sets forth the rights and obligations of the parties with regard to the use and development of certain parcels of land in the Town of Tewksbury located on the Westerly Side of Interstate Route 93 and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, being further described as follows:

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26, 24, 23, 22, 21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

Gerald Davis and Others

Motion: Finance Committee Chairman, Ray Shaw, motioned to Amend Article 1 and delete the "Development Agreement" as printed in the warrant in its entirety starting near the top of Page 3 to the Bottom of Page 38 and replace it with the new form of the Development Agreement and new Appendix B as submitted herein" and Adopt Article 1, as Amended.

Mr. Moderator, I would also like it noted for the Town Meeting Record, that the "revised" copy of the Development Agreement to be voted upon this evening was mailed to every Tewksbury Voter in advance of this meeting and that copies of the Planning Board Recommendations and proposed Amendments to Article 3 were made available on-line on Saturday May 1 following the Planning Board vote to recommend adoption of the Zoning ByLaw change, with Amendments proposed by the proponent. Clean copies of these documents have also been made available to all voters here in the assembly hall this evening to avoid any confusion in voting.

Board of Selectmen Chairman, Joseph Gill, explained that Article 1 was a Negotiated Agreement between the Town Manager, the Board of Selectmen and Mills Corporation and it cannot be changed and therefore he motioned No Amendments be accepted to Article 1.

Mr. Larry Knight motioned to Indefinitely Postpone Article 1.

The Moderator motioned to Move the Question and this motion was Adopted. 8:54PM May 4, 2004

Voted: The Finance Committee's motion to replace the Development Agreement, written in the Warrant, with the New Revised Development Agreement was Adopted. 7:34 PM May 4, 2004

Mr. Gill's motion not to allow any further Amendments to Article 1 was Adopted.

1448 YES, 272 NO 8:56 PM May 4, 2004

Mr. Knight's motion to Indefinitely Postpone Article 1 Failed.

382 YES, 1387 NO 9:05 PM May 4, 2004

Executive Summary: The purpose of this Article is to have Town Meeting approve the attached Development Agreement. If this Agreement is approved by Town Meeting, and if Town Meeting also approves the accompanying modifications to the Zoning Bylaw set forth in Exhibit B of the Agreement, the proponent (The Mills Corporation) and the Town of Tewksbury will enter into and agree to be bound by the terms of this Development Agreement, subject to the terms and conditions therein contained.

DEVELOPMENT AGREEMENT

This Agreement dated as of the ____ day of _____, 2004 is made by and between the Town of Tewksbury, a Massachusetts municipal corporation with a usual place of business at Town Hall, Tewksbury, Massachusetts, acting by and through its Board of Selectmen and Town Manager ("Tewksbury"), and The Mills Corporation, a Delaware corporation, having a usual place of business at 1300 Wilson Boulevard, Suite 400 Arlington, Virginia 22209 ("Mills").

RECITALS

WHEREAS, Mills has requested that the Tewksbury Zoning By-Law be amended by adopting at an Annual or Special Town Meeting a Zoning By-Law Amendment in the form attached hereto as Exhibit B; and

WHEREAS, Mills represents and warrants that it is the owner of real property which is the subject of this Agreement, said property being located and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, and further described on Exhibit "A" attached hereto and incorporated and hereinafter referred to as the "Property".

WHEREAS, Mills is in the process of seeking to re-zone said certain parcels of land located as aforesaid at Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, from Residential (R-40) to Highway Corridor Overlay District ("HCOD"); and

WHEREAS, Mills has voluntarily offered to impose certain restrictions on the said parcel of land in connection with the zoning amendment that changes the aforesaid parcel from Residential (R-40) to Highway Corridor Overlay District (HCOD); and

WHEREAS, the parties hereto agree that the proposed re-zoning is an appropriate rezoning classification of the Property in light of the physical characteristics of the land and the very substantial changes in the use of the land in the vicinity thereof;

NOW THEREFORE, Mills and Tewksbury, acting by and through its Board of Selectmen and Town Manager, have agreed that if said Zoning By-Law Amendment is adopted at an Annual or Special Town Meeting, substantially in the form attached hereto as Exhibit B, and without modifications which materially affects Mills' rights as set forth in Exhibit B or in this Development Agreement, and this Development Agreement is ratified without modifications which materially affect Mills' rights hereunder and the Board of Selectmen and the Town Manager are authorized to execute this Development Agreement by a majority vote of an Annual or Special Town Meeting, Mills and Tewksbury will enter into and agree to be bound by the terms of this Development Agreement, subject to the terms and conditions herein contained, relating to development of the Property.

AGREEMENT

1. Conservation Easement. Prior to commencement of construction, Mills will execute, acknowledge, grant and deliver to the Town of Tewksbury a municipal corporation of Middlesex County, Massachusetts acting by and through its Conservation Commission established under §8C of M.G.L. c.40, its successors and permitted assigns, with an address at Town Hall, 1009 Main Street, Tewksbury, Massachusetts 01876 (referred to herein as the "Conservation Commission"), a Conservation Easement in perpetuity and exclusively for conservation purposes, pursuant to the provision of M.G.L. c.184, §§ 31-33 as described below with respect to Property located in the Town of Tewksbury, Massachusetts and further described in Exhibit A attached hereto (the "Property"), burdening that portion of the land owned or controlled by Mills shown in Exhibit C (the "Easement Area") and constituting the buffer zone established to minimize the visual and noise impact on the adjoining Jennie's Woods Subdivision. The benefit of said Conservation Easement shall not be appurtenant to any particular parcel of land but shall be in gross and shall be assignable or transferable consistent with Section 170 (c)(1) of the U. S. Internal Revenue Code, as amended.

The Easement shall provide that the Easement Area will be maintained in perpetuity in its current open-space condition and that no building or other structure, roadway, parking area, sidewalk, sign or other like improvement will be constructed, placed or permitted to be maintained thereon except that Mills will retain the right (i) to construct, install, maintain, repair and replace on the Easement Area underground, at grade and above ground utilities and related appurtenances such as wires, pipes, storm water retention and detention basins, and wetland mitigation areas, (ii) to maintain the Easement Area by the planting of trees and shrubs and the selective pruning and removal thereof, the mowing of grass and the construction of appropriate fences and berms, (iii) to discharge surface water from Mills remaining land onto and over and across the Easement Area provided that the same will not be

detrimental to drainage, flood control, water quality or erosion control, and (iv) to undertake within and upon the Easement Area such affirmative obligations as may be imposed upon Mills by any Federal, State or Local governmental agency. None of the rights reserved by Mills shall be exercised until Mills has first obtained any governmental permits and approvals required therefore. It is the intent of Tewksbury and Mills that the Easement Area shall be left in its naturally vegetated state to the greatest extent possible. The Conservation Easement will not grant to the general public any rights to enter upon or to use the Easement Area provided, however, that Tewksbury and Mills will reserve the right, by mutual agreement, to permit the general public to use portions of the Easement Area for passive recreational uses. The Easement Area shall at all times be included as a part of the Property for the purpose of computing Maximum Lot Coverage and other like matters in the HCOD.

Mills agrees that it shall take no action, prior to the execution and delivery of the Conservation Easement described herein, which would be inconsistent with, or in violation of, the obligations and limitations imposed upon Mills thereunder and during such interim period, to comply with the provisions of the Conservation Easement as if it were in full force and effect provided, however, that Mills reserves the right to enter into and upon the land shown in Exhibit C to perform such engineering and environmental studies, test borings and other like studies as Mills deems necessary for its development of the project provided further that Mills restores the land substantially to the condition existing prior to such tests and studies having been performed.

2. Replication of Wetlands. It is understood by and between Tewksbury and Mills that the Tewksbury Conservation Commission will require, in the event of and as a condition of the issuance of an Order of Conditions for the development of the Property, the replication of any jurisdictional wetlands on the Property that Mills may be permitted to fill.

3. Local Traffic Improvements. If not first undertaken by any party other than Mills, Mills agrees, at no cost to Tewksbury, to cause to be designed, constructed, and implemented those local traffic improvements relating to the development of the Property as specifically defined in the Traffic Report by Judith Nitsch Engineering, Inc., dated March 16, 2004 ("Traffic Improvements") and summarized in Exhibit D attached hereto. Notwithstanding the forgoing, Tewksbury and not Mills shall be responsible, at its sole cost and expense, for acquiring title to any additional right of way required for implementation of said improvements. Mills agrees to pursue the approval by the Massachusetts Highway Department ("MHD") for those Traffic Improvements within the jurisdiction of the MHD and Tewksbury agrees that it will cooperate with Mills in its efforts to obtain MHD approval and further agrees to cooperate with Mills by issuing, in a timely manner, all local permits or approvals required for implementation of the Traffic Improvements. It is expressly agreed that in the event that any of the Traffic Improvements specifically defined in the said Traffic Report shall have been undertaken and completed, in whole or in part, by any party other than Mills prior to the time required in this Agreement for Mills to commence the implementation of such Traffic Improvements, Mills shall have no further responsibility to undertake the said Traffic Improvements, or such portion thereof as shall have been completed at such time.

To the extent that for any reason any Traffic Improvements are not completed by Mills prior to the issuance of the Certificate of Occupancy for the Regional Retail Shopping Center to be constructed within the HDOC District, Mills agrees that it shall, prior to such issuance, provide the funds necessary to complete such remaining Traffic Improvements to Tewksbury pursuant to G.L. c. 44, s. 53A or other mechanism mutually agreed upon by the parties. The amount of such payment or gift shall be determined by Tewksbury after consultation with Mills and shall be sufficient to design and construct all remaining Traffic Improvements.

4. Interstate Highway Improvements. Mills and Tewksbury agree that the issuance of a Certificate of Occupancy for a Regional Retail Shopping Center within the HCOD District is contingent upon the construction of an approved vehicular interchange for the purpose of entering and exiting the HCOD District and adjacent roadways from Interstate 93, and Tewksbury agrees that it will cooperate with Mills in its efforts to obtain MHD and FHA approval for such interchange. It is expressly understood and agreed that the HCOD shall not be accessed by vehicular traffic from abutting public or private ways in the Town of Tewksbury, directly or indirectly, except for the express purpose of allowing emergency and or public safety vehicular access to the HCOD via an emergency access road that shall be gated, and such gates shall be activated by an Opticon system or such other system as may be acceptable to the Tewksbury Fire and Police Departments. Mills agrees that construction vehicles will not access the Property via South Street or abutting public or private ways in the Town of Tewksbury not situated in the HCOD District.

5. Acoustical Criteria.

(a) Vehicular Noise. Within one (1) calendar year following issuance of a Certificate of Occupancy for the project, Mills shall cause noise survey and compliance assessments to be performed at residences located on lots 21-24 in Jennie's Woods Subdivision as shown on Assessor's Map 115, to determine that the interior 1-hour Leq sound levels in such residences (excluding noise generated inside the homes by the occupants and their activities) do not exceed 45 dBA during evening peak traffic hours. In the event that the sound levels exceed those established herein, and are determined to be caused by vehicular traffic generated by the Mills Project, Mills shall implement such mitigation measures as are reasonable and feasible to bring the noise levels in any non-conforming residences in compliance with the sound criteria established herein.

(b) Mechanical Equipment. The sound level produced by all facility mechanical equipment (HVAC, chillers, cooling towers, etc. but excluding motor vehicles noise) shall not exceed 45 dBA (1-hour Leq) within the property boundaries of any residential receptor in the community surrounding the project. No prominent tonal sound from the facility's mechanical equipment shall be detectable at any residential property in excess of the 45dB limits established herein. For the purpose hereof, the term a "prominent

audible tone" is defined by ANSI Standard S12.9-1996/Part 4 and will be identified when a one-third octave band Leq sound level is greater than the arithmetic average of the two adjacent one-third octave bands by an amount greater than that listed in the table below:

1/3 Octave Band Center Frequency (Hz)	Exceeds Average of Two Adjacent Bands (dB)
25-125	15
160-400	8
500-10,000	5

Before commencement of construction, Mills will submit analytical evidence of compliance with the aforementioned noise guarantee for review and approval by Tewksbury acting through its Board of Health. At a minimum this submittal will include the following:

- (i). A scaled area map indicating the location of all residential receptor properties included in the analytic model.
- (ii). A scaled site plan indicating the location of all facility sound sources used in the analytic model.
- (iii). A listing of the octave band sound power levels used for all facility sound sources used in the analytic model. These data should be guaranteed levels provided by the equipment manufacturer.
- (iv). A listing of all sound mitigating features (low noise fans, sound barrier walls etc,) used to meet the project design goals.
- (v). Estimates of facility sound levels (A-weighted and Octave Band) at the nearest residential receptors on Jennies Way, South Street, Serenity Drive and Carlton Road.

Following construction, Mills will perform measurements of all sound sources used in the acoustic model (typically within 100 feet of the source) to confirm that source sound data used in the previously discussed sound model is accurate. If measured levels exceed values used in the model then an assessment of the acoustic impact must be provided. If the impact exceeds the acoustic design goal then reasonable and feasible mitigation of the source must be implemented as approved by the Building Commissioner acting in his/her capacity as the Zoning Enforcement Officer.

6. EMT Vehicle. Prior to the issuance of the Certificate of Occupancy for the Regional Retail Shopping Center to be constructed within the HDOD District, Mills agrees that it shall, deliver to Tewksbury pursuant to G.L. c. 44, s. 53A or other mechanism mutually agreed upon by the parties the sum of One Hundred Fifty Thousand (\$150,000.00) Dollars to be used exclusively by Tewksbury for the purchase of an EMT vehicle.

7. Water Improvements. Mills agrees, at its sole expense, to design and make required improvements and upgrades to the existing Town water main extending from the Property line to South Street and Regina S. Drive southwesterly to Bridge Street, thence westerly to Shawsheen Street and thence southwesterly to the 20" Town water main at Shawsheen and Main Street necessary to provide adequate domestic water consumption for the Regional Retail Shopping Center to be constructed by Mills on the Property and to service ancillary development proposed by Mills on adjacent land in the Town of Wilmington (the "Water Improvements"). Mills acknowledges that serving the improvements on the adjacent land in Wilmington with water from the Tewksbury system shall be subject to the execution of an inter-municipal agreement between the towns of Tewksbury and Wilmington. The Water Improvements will be designed and constructed in accordance with the Tewksbury Department of Public Works design standards, and the Massachusetts Department of Environmental Protection Bureau of Resource Protection Drinking Water Program 2001 Guidelines and Policies for Public Water Systems and will be completed by Mills prior to the issuance of a Certificate of Occupancy for the project. In the event that Tewksbury first installs the Water Improvements, as confirmed by Mill's engineers, thus eliminating the need for Mills to perform such work, and Tewksbury provides Mills with adequate assurances that such Water Improvements will be completed and operational on a schedule that is compatible with the schedule established by Mills for construction and opening of the Regional Retail Shopping Center, Mills agrees pay to Tewksbury pursuant to G.L. c. 44, s. 53A or other mechanism mutually agreed upon by the parties Mill's proportionate share of the cost of designing and constructing such Water Improvements not to exceed the sum of Two Hundred Thousand (\$200,000.00) Dollars to be used exclusively by Tewksbury for use in the construction of said Water Improvement

In the event that Mills shall determine that a water storage tank (the "Storage Facility") is deemed necessary to provide adequate flow and pressure for fire protection for the project, as confirmed by the Tewksbury Fire Chief, then, in addition to the Water Improvements, Mills agrees, at its sole expense, to design and construct on the Property, an adequate Storage Facility to provide for fire flows to the project in an emergency. In the event that Tewksbury first installs a municipal water storage facility adequate to provide fire flows to Mills, as confirmed by Mill's engineers, thus eliminating the need for the Storage Facility, and Tewksbury provides Mills with adequate assurances that such storage facility will be completed and operational on a schedule that is compatible with the schedule established by Mills for construction and opening of the Regional Retail Shopping Center, Mills agrees pay to Tewksbury pursuant to G.L. c. 44, s. 53A or other mechanism mutually agreed upon by the parties a contribution of Two Hundred Fifty Thousand (\$250,000.00) Dollars to be used exclusively by Tewksbury for use in the construction of said municipal water storage facility.

8. Sewer Improvements. Mills and Tewksbury agree that Mills may elect to pay to Tewksbury the difference in cost between the cost of sanitary sewer improvements to be constructed by Tewksbury as part of Phase 7, Contract No. 25 of the Tewksbury Municipal Sewer Project (1,750' of 10" sewer in Regina S. Drive, a 260 gallon per minute (gpm) submersible pumping station with standby generator, and 1400' of 6" force main between Regina S. Drive and Shawsheen Street) and the cost of upgrading all or any portion of said improvements to service the Regional Retail Shopping Center to be constructed on the Property as well as ancillary development proposed by Mills on adjacent land in the Town of Wilmington owned by Perkins that Mills has contracted to purchase (the "Sewer Improvements"). Mills acknowledges that serving the improvements on the adjacent land in Wilmington with sanitary sewer by way of the Tewksbury system shall be subject to the execution of an inter-municipal agreement between the towns of Tewksbury and Wilmington. Mills agrees that following receipt of notice from Tewksbury of its intention to commence construction on all or any portion of the Sewer Improvements, Mills shall notify Tewksbury within thirty (30) day thereafter, of its election to have Tewksbury construct the Sewer Improvements, or such portion thereof, in which event Mills shall deliver to Tewksbury pursuant to G.L. c. 44, s. 53A or other mechanism mutually agreed upon by the parties a contribution in an amount equal to the cost hereof but not to exceed in the aggregate Two Hundred Seventy Three Thousand (\$273,000.00) Dollars to be used exclusively by Tewksbury for the construction of the Sewer Improvements. In the event that Mills elects not to participate in construction of the Sewer Improvements, as hereinabove set forth, Mills shall, at its sole cost and expense, construct private facilities to connect wastewater flow from the Property to the Tewksbury Municipal Sewer System.

9. Irrigation. The public water supply shall not be used for any irrigation on the Property.

10. Location of Ring Road. No portion of the Ring Road serving the Regional Retail Shopping Center shall be located within Conservation Easement described Article 1 of this Development Agreement. In consideration for Mills agreeing to design and construct the Ring Road in accordance with the specifications for the construction of Subdivision Roadways in the Town of Tewksbury, upon completion of the Ring Road, Tewksbury agrees to accept same as a Town Road provided that Mills furnishes Tewksbury with an undertaking to thereafter repair and maintain the Ring Road at Mill's sole cost and expense.

11. Easement to Tewksbury. Mills shall execute, acknowledge and deliver to Tewksbury such easement(s) and/or license(s) over, under and across the Property as may be reasonably required (i) to provide municipal utilities services to the Regional Retail Shopping Center as well as ancillary development by Mills on adjacent land within the Town of Wilmington owned by Perkins that Mills has contracted to purchase, and (ii) to provide Tewksbury with reasonable vehicular access over and across the Property to access the Sutton Brook Disposal Site also known as the Rocco Landfill. Such easement(s) and/or license(s) shall be approved as to form and content by counsel for Tewksbury and Mills. All rights granted to Tewksbury shall be exercised reasonably so as not to cause interference with the business of, or traffic serving, the Regional Retail Shopping Center. The easement(s) and/or license(s) shall contain provisions whereby Tewksbury agrees to indemnify and hold Mills harmless from all loss, damage and expense incurred by Mills as the result of any Hazardous Substance being brought upon, stored or disposed of upon the Property by Tewksbury or any person or entity exercising or claiming to exercise rights under said easement(s) and/or license(s). Hazardous Substance as used herein is defined to be any substance which constitutes or at anytime hereafter becomes regulated as "hazardous" or "toxic" or any similar designation under Local, State, or Federal statutes or regulations. No Certificate of Occupancy shall be issued until such easement(s) and/or license(s) have been granted to the Tewksbury. In the event that Tewksbury shall require vehicular access over and across the Property to access the Sutton Brook Disposal Site (also known as the Rocco Landfill) prior to issuance of a Certificate of Occupancy and following acquisition by Mills of fee title to the Property, Mills agrees that it shall execute, acknowledge and deliver to Tewksbury such easement(s) and/or license(s) granting temporary access over, under and across the Property as shall be reasonably required until such time as a Certificate of Occupancy shall be issued, subject to relocation thereof at Tewksbury's sole cost and expense.

12. Use Limitation. Mills agrees that no Adult Use Establishment as defined in the Tewksbury Zoning Bylaw shall be permitted to operate on the Property. Mills further agrees that there will be no residential use of the Property, including a residential use authorized pursuant to G.L. c. 40B, incidental and subordinate to the principal use of a Regional Retail Shopping Center.

13. Development Fee. Mills agrees to pay to Tewksbury the sum of One Million One Hundred Thousand (\$1,100,000.00) Dollars ("Development Fee") to reimburse Tewksbury for anticipated costs to be incurred by Tewksbury (either by way of direct or indirect personnel costs, out-of-pocket expenses or in retaining the services of third-party consultants) in connection with reviewing of construction plans and specifications, conducting inspections or tests of work performed or the performance of other like services required or desired by Tewksbury in connection with the construction of the Regional Retail Shopping Center (exclusive of tenant fit-up work) and related site improvements (the "Project"). The Development Fee shall be in lieu of all Building Permit Fees, Electric Permit Fees, Plumbing and Gas Permit Fees, plan review fees and inspection fees and/or testing fees and other like costs and expenses which would otherwise be payable by Mills with respect to construction and occupancy of the Project as well as any application fee, sewer connection fee or other like fee, which would otherwise be charged by Tewksbury for connecting to the public sanitary sewer system. It is understood and agree by Mills that the aforesaid Development Fee is in addition to, and does not include (i) documented costs of third-party consultants retained by Tewksbury in connection with the rezoning process and preparation of this Development Agreement, (ii) documented costs of third-party consultants retained by the Planning Board in connection with Mill's application for a Highway Corridor Special Permit (HC-SP) required under the HCOD or third-party consultants retained by the Tewksbury Conservation Commission in processing any application filed by Mills in connection with

the Project, or (iii) any application fee, water connection fee (whether for domestic or fire service) or other like fee which would otherwise be charged by Tewksbury for connecting to the public water system all of which shall be paid by Mills in addition to the Development Fee. The Development Fee shall be paid as follows: (i) Four Hundred Thousand (\$400,000.00) Dollars at the time or issuance of the foundation permit for the Project ("Foundation Permit"), (ii) Four Hundred Thousand (\$400,000.00) Dollars at the time of issuance of the Foundation Permit, and (iii) the balance twelve (12) months following issuance of the Building Permit or upon earlier issuance of a Certificate of Occupancy for the Project, whichever shall first occur. Notwithstanding the forgoing, Mills and Tewksbury agree that should Mills request, and should Tewksbury agree to issue a building permit for the purpose of conducting site work on the Property and/or for the installation of foundations and footings ("Foundation Permit"), the initial payment set forth above shall be paid in the following manner: (i) One Hundred Fifty Thousand (\$150,000.00) on issuance of the Foundation Permit, and (ii) One Hundred Thousand (\$100,000.00) Dollars on issuance of the permit for construction of the buildings ("Building Permit"). Notwithstanding the forgoing, Tewksbury has agreed that (i) the total costs incurred by Mills in designing and constructing the Water Improvements (or the amount of any contribution made by Mills to Tewksbury for the cost of designing and constructing the Water Improvements) and the Storage Facility (or the amount of any contribution made by Mills to Tewksbury for the cost of designing and constructing the municipal water storage facility all as set forth in Article 7 hereof, and the amount of any payment made by Mills to reimburse Tewksbury for the cost of making the Sewer Improvements or in constructing private facilities to connect wastewater flow from the Property to the Tewksbury Municipal Sewer System as set forth in Article 8 here, up to a maximum of Two Hundred Seventy Thousand (\$270,000.00) Dollars, may be offset by Mills against the Development Fee otherwise payable by Mills to Tewksbury hereunder.

14. Consistency Required. Mills agrees that the Highway Corridor Special Permit (HC-SP) application required under the HCOD shall include the submission of evidence, to the satisfaction of the Planning Board, of compliance with the provisions of this Development Agreement.

15. Conditions to Mill's Obligations. Except as otherwise provided in this Agreement, Mills' obligations under this Agreement are expressly conditioned upon Mills first obtaining all required Federal, State and Local permits and approvals necessary for the development of the Property for purposes of constructing a Regional Retail Shopping Mall, with all appeal periods having expired, or with no appeal taken, or with an appeal having been taken, with all appeals having been resolved in favor of the issuance of the requested permits or approvals, including but not limited to Highway Corridor Special Permit (HC-SP); a Conservation Order of Conditions for both roadway construction and construction within each lot, if required; all permits required to extend utilities to the Property; access permits from the Massachusetts Highway Department; Commonwealth of Massachusetts Water Quality Certification; a MEPA Permit (if required); Rivers Act approval; curb cut approvals, if required; any Army Corps of Engineers Permits, if required; and, a building permit from the Building Commissioner for the Town of Tewksbury to construct a Regional Retail Shopping Mall as contemplated in this Agreement by the parties. The parties agree that Mills has proceeded in good faith and with due diligence and will continue to proceed in good faith and with due diligence to obtain all such permits necessary for the development of the Property.

That based on the foregoing, and due to the uncertainty of Mills and Tewksbury as to the precise time period within which the aforesaid permits and approvals will be obtained with all appeal periods having expired, or with no appeal having been taken, or with an appeal having been taken, all appeals having been resolved in favor of the issuance of the requested permit, that except as otherwise provided above in the third paragraph of Article 1 and in Article 13, Mills and Tewksbury agree that (i) Mills shall not be required or obligated to act under the terms of this Agreement until all such permits and approvals have been first obtained, and (ii) that in the further event that all such permits and approvals as aforesaid are not obtained with all appeal periods having expired, or with no appeal having been taken, or with an appeal having been taken, all appeals having been resolved in favor of the issuance of the requested permit(s) or approval(s), within five (5) years (the "Original Term") from the date of execution of this Agreement, then at Mills' sole option, Mills may elect by giving written notice to Tewksbury of the exercise of such option not later than sixty (60) days before the expiration of the five (5) year original term referenced above, (i) either to terminate this Agreement and the provisions hereof in which event this Agreement shall be of no further force and effect and shall be rescinded and terminated without recourse thereto by either party, or (ii) extend the period for consideration and action in obtaining all such necessary permits and approvals for an additional period of time not to exceed two (2) years (the "Extended Term").

In the event that Mills shall obtain all required Federal, State and Local permits and approvals necessary for the development of the Property for purposes of constructing a Regional Retail Shopping Mall, with all appeal periods having expired, or with no appeal taken, or with an appeal having been taken, with all appeals having been resolved in favor of the issuance of the requested permit or approval, the remaining provisions of this Agreement shall be deemed to be in full force and effect on the date that such final approval of all permits and approvals is obtained, and the parties hereto agree that they shall proceed forthwith there after in a timely manner to discharge all of those obligations to which they have committed in this Agreement.

16. Ratification; Amendment. This Agreement shall not take effect or be effective unless ratified by a majority vote of an Annual or Special Town Meeting of the Town of Tewksbury. Upon such ratifying vote, this Agreement shall thereafter be administered and enforced on behalf of the Town of Tewksbury by its Board of Selectmen. Any amendment or modification to this Agreement which would waive or substantially modify a material term of this Agreement, such as subject matter, payment terms and

contribution, quantity, quality, duration or the work to be done hereunder, shall require ratification by a majority vote of an Annual or Special Town Meeting.

17. Skating Facility. In the event that Mills shall obtain all necessary permits and thereafter construct and open an indoor skating facility to be located in the Regional Retail Shopping Center structure, and only upon the happening of such events, Mills shall reserve a portion of the use of the said indoor skating facility as follows:

(a) Mills shall make available to the Tewksbury School Department 150 hours of ice time, so-called, for use by the School Department during the months of December, January and February of each year that such rink is open and in operation. Such ice time shall be scheduled by Mills in consultation with the School Department. The cost of such ice time to the School Department shall be an amount equal to the then average hourly rate charged to rent comparable ice time in the immediately surrounding area (Billerica, Lowell and Wilmington), with a reduction in the cost of such hourly rate to be not less than 25%.

(b) Mills shall make available to the Tewksbury Recreation Department for use by residents of the Town of Tewksbury 150 hours of ice time, so-called, for use by the Recreation Department as open public skating time. Such ice time is to be scheduled by Mills in consultation with the Recreation Department on the basis of 1.5 hours on each of two (2) days per week during each month of the year that the ice skating facility is open and in operation. Such schedule shall be comparable to times scheduled in the surrounding area (Billerica, Lowell and Wilmington). The cost of ice time, so-called, shall be an amount equal to the then average hourly rate charged to rent comparable ice time in the immediately surrounding area (Billerica and Lowell), with a reduction in the cost of such hourly rate of not less than 50%.

(c) Mills shall make available to the Tewksbury Youth Skating Association, or such other Tewksbury youth group or groups as Mills in its sole discretion may determine, 700 hours of ice time, so-called, for use by said entity or entities, as the case may be, for the purpose of promoting youth skating in Tewksbury. Such ice time is to be scheduled by Mills in consultation with the individual youth group or groups during each month of the year that the ice skating facility is open and in operation. The cost of ice time, so-called, shall be an amount equal to the then average hourly rate to rent comparable ice time in the immediately surrounding area (Billerica, Lowell and Wilmington), with a reduction in the cost of such hourly rate of not less than 25%.

18. Eminent Domain. In the event that it may become necessary and or feasible for Tewksbury to take by eminent domain any land, easements or rights in land, within the Town of Tewksbury and not already appropriated for public use for the purpose of installing and maintaining municipal utilities as contemplated in paragraphs 7 and 8 of this Agreement, and/or for the purpose of fostering public safety by providing access to the Property by emergency vehicles other than by means of the presently existing public roadway system in the Town of Tewksbury, and Tewksbury shall take such land for such public purposes, then Mills shall reimburse Tewksbury for all costs incurred by its in such eminent domain proceeding, including, but not limited to, reasonable attorney's fees, and Mills further agrees to indemnify and hold Tewksbury harmless from all loss, damage and expense incurred by Tewksbury as the result of any such taking by eminent domain.

19. Effective Date of Agreement. This Development Agreement shall be effective as of the date it shall be executed by both Mills and Tewksbury following ratification thereof, without modifications which materially affects Mills' rights hereunder, and authorization for the Board of Selectmen and the Town Manager to execute this Development Agreement by a majority vote of an Annual or Special Town Meeting.

20. Severability. Tewksbury and Mills agree that if the Town's adoption of the proposed Zoning By-Law Amendment is determined to be invalid, illegal, or unconstitutional by the Attorney General of the Commonwealth of Massachusetts or by a court of competent jurisdiction (except for such a determination which applies only to a portion of the Zoning By-Law Amendment which does not materially impair the rights of Tewksbury or Mills hereunder), then the provisions of this Agreement and each of the agreements and documents referenced herein shall be null and void.

21. Miscellaneous:

- (a) This Agreement shall be deemed to have been executed within the Commonwealth of Massachusetts, and the rights and obligations of the parties hereto shall be construed and enforced in accordance with, and governed by, the laws of the Commonwealth of Massachusetts.
- (b) This Agreement is the entire agreement among the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous oral and written agreements and discussions.
- (c) This Agreement is binding upon and shall inure to the benefit of the parties hereto, their respective agents, representatives, officers, directors, divisions subsidiaries, affiliates, assigns, heirs, successors in interest, and shareholders.
- (d) This Agreement may be executed in counterparts, and when each party has signed and delivered at least one such counterpart, each counterpart shall be deemed an original, and, when taken together with other signed counterparts, shall constitute one Agreement, which shall be binding upon and effective as to all parties.

- (e) This Agreement shall bind and inure to the benefit of and be enforceable by the parties and their respective successors and assigns and shall run with the land (the Property) being located and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, and further described on Exhibit "A" attached hereto and incorporated. A notice thereof in the form attached hereto as Attachment C shall be executed by Mills and Tewksbury and recorded with the Middlesex North Registry of Deeds upon adoption of the zoning amendment described herein.

This Agreement, consisting of eleven (11) pages is made and entered into as a sealed instrument on and as of the date set out above and is effective as of that date.

TOWN OF TEWKSBURY

By: _____

Its Duly Authorized _____

THE MILLS CORPORATION

By: _____

Its Duly Authorized _____

Exhibit A
Legal Descriptions

Full Overlay District Description
Westerly Side of Interstate Route 93
Tewksbury Assessor's Map 109 Lots 76
Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2.

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26,24,23,22,21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

Section 8500. HIGHWAY CORRIDOR OVERLAY DISTRICT

8501. Purpose. The purpose of the Highway Corridor Overlay District (hereinafter referred to as the HCOD District) is:

- (a) to allow a diversity of land uses in close proximity, within a limited area;
- (b) to promote a balance of land uses and to facilitate development proposals responsive to current and future market conditions;
- (c) to facilitate integrated physical design and to encourage interaction among activities located within the HCOD;
- (d) to establish controls which will facilitate development while protecting the public interest by setting regulations which limit the aggregate amount of development within the HCOD and set other district wide requirements while permitting flexible development scale and configuration on individual lots within the HCOD;
- (e) to allow a broad set of land uses within the District; and
- (f) to encourage development of appropriate density for each class of land use.

8502. Definitions. The following definitions shall apply in the HCOD:

- (a) Accessory Uses and Structures: Uses and structures incidental and subordinate to the principal use of a Regional Retail Shopping Center, including the following:
 - i. Water tank to facilitate fire protection and domestic supply.
 - ii. Garage for automotive storage.
 - iii. Transformer station, substation, gas regulator station, or pumping station and related utility uses designed primarily to serve development within the District.
- (b) Frontage: In the HCOD for the development of a Regional Retail Shopping Center, frontage shall be computed without regard to the individual lots that may be created and shall be computed as if all adjacent lots constitute a single parcel. Such frontage shall be on (a) any internal site drive of any length (including a ring road); or (b) a public way which the Town Clerk certifies is maintained and used as a public way, or (c) a way shown on a plan heretofore approved and endorsed in accordance with the subdivision control law. Frontage shall be measured in a single, continuous, uninterrupted line along a street or streets. Notwithstanding any contrary provision in this Bylaw, vehicular access to an individual lot on the combined development area of the Regional Retail Shopping Center need not be obtained exclusively through the legal frontage of the individual lot.
- (c) Gross Leasable Area (GLA): Gross leasable area is the total floor area designed for tenant occupancy and exclusive use (including but not limited to basements, kitchens, restrooms, storage rooms, private corridors, stairways, areas devoted to kiosks or pushcarts, mezzanines and upper floors), expressed in square feet and measured from the centerline of interior walls or other interior tenant partitions and from outside wall faces. GLA does not include public or common areas; i.e., public restrooms, corridors, stairwells, elevators, lobbies or mall areas, nor does it include mechanical rooms, equipment and/or machine rooms or mechanical chases.
- (d) Library: A facility for the storage of books, films, manuscripts, videos, records and similar materials whose purpose is to allow free public use of said materials
- (e) Museum: A use which entails the display of educational, scientific, or historic and similar materials open to the public, and nonprofit in its operation.
- (f) Retail Store(s) And Service(s): Commercial enterprise that provides goods and/or services directly to the consumer where such goods and services are available for immediate purchase and immediate use on or removal from the premises by the purchaser. Such uses may include, but not be limited to, barber shops, beauty and hairdressing shops, drug stores, florist shops, food stores, furniture stores, home appliance stores for retail sales, Laundromats, copy centers, newsstands, photographic studios, shoe repair shops, tailor shops, upholstery shops, variety stores, clothing and apparel stores, gift shops and antique shops.
- (g) Regional Retail Shopping Center: A group of retail, service and/or consumer oriented establishments the maintenance of which is under common management and having at least 500,000 square feet of gross leasable floor area, but not more than 805,000 square feet of gross leasable floor area, and 1.2 million square feet of gross building area. The Regional Retail Shopping Center shall be located in a single structure (excluding accessory parking structures and other accessory structures) and may be on single or multiple contiguous lots within the HCOD.
- (h) Ring Road: A private or public way encircling the Regional Retail Shopping Center, with public access ways connecting thereto.

8503. Overlay District. The HCOD is an overlay district superimposed on all underlying zoning districts. All uses permitted by right or by special permit in the pertinent underlying zoning district shall be similarly permitted in the HCOD subject to the provisions of this Section. Where the HCOD authorizes uses not otherwise allowed in the underlying district, the provisions of the HCOD shall control.

8504. Location. The HCOD shall be defined as those portions of the Town of Tewksbury located on the Westerly Side of Interstate Route 93 and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, being further described as follows:

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot

58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26,24,23,22,21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

8505. Concept Plan. Prior to the application for approval of any special permit for a Regional Retail Shopping Center, (hereinafter HC-SP), a preliminary plan called for purposes of this Section 8500 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of this HCOD and shall include: (a) a preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, changes in grading and topography, parking, landscaping, roads, walkways and access ways, open space, and wetlands; (b) a preliminary utilities plan showing the proposed location and types of water, wastewater and stormwater facilities, including hydrants; (c) a preliminary lighting plan; (d) a preliminary sign plan; and, (e) preliminary subdivision plan(s), if applicable. The Planning Board may solicit public comment on the Concept Plan. Thereafter, the Planning Board may determine either that the Concept Plan has been approved, or that the Concept Plan has been approved with modifications suggested by the Board or agreed upon by the person or entity submitting the plan, or that the Concept Plan has been disapproved and in the case of disapproval, the Board shall state in detail its reasons therefore. The Planning Board shall advise the person or entity submitting such Plan of such determination within forty-five (45) days of the submittal of the said Plan. Such notice shall provide the reasons for the Planning Board's determination. The determination of the Planning Board on the Concept Plan shall be advisory in nature only and shall be without binding effect on either the Planning Board or the Applicant.

8506. Time Limit. Until such time as a special permit (HC-SP) is issued for a Regional Retail Shopping Center, the restrictions of the underlying zoning shall solely govern the use and development of the property comprising the HCOD. At the time of the issuance of a certificate of use and occupancy for the Regional Retail Shopping Center, the underlying zoning shall no longer be applicable in the HCOD. If no such special permit is issued, however, within eight (8) years after the date of enactment of this by-law by Town Meeting, the provisions of this HCOD by-law shall expire, and, in such event, the underlying zoning in effect on the date of adoption of this bylaw shall govern the use of the property described in Exhibit A attached hereto and incorporated herein.

8507. Special Permit Required. The development of a Regional Retail Shopping Mall within the HCOD shall require the issuance of a Highway Corridor Special Permit (HC-SP) by the Planning Board. An application for a HC-SP shall contain the following required plans and information:

A preliminary site construction plan showing in a general manner:

- i. The location of proposed buildings; number of stories, approximate floor area and maximum height of each building; the distance in feet between buildings.
 - ii. Existing and proposed contours.
 - iii. Proposed lot lines.
 - iv. The location and dimensions of proposed drives and parking areas.
 - v. The location and characteristics of any proposed common open space or usable open space.
 - vi. Proposed stormwater plan/facilities.
 - vii. Proposed landscaping.
 - viii. Proposed building elevations.
- (a) Uses to be permitted or allowed by right or by special permit in the buildings, which may be a narrative describing the type and character of uses and/or a listing, by cross reference, of uses to be permitted as they appear in Appendix A, "Table of Use Regulations Schedules."
 - (b) Other zoning provisions; this may be a narrative describing special regulations unique to the development and/or a cross reference to provisions of this Bylaw that will apply to the HCOD District.
 - (c) Special conditions, if any, applicable to the proposed development which may include grants or benefits to the Town such as land for public purposes, construction of improvements (or financial contributions therefore) in behalf of the Town, or other development limitations such as aesthetic features.
 - (d) A table showing:
 - i. Developable site area.
 - ii. Common or usable open space, if any.
 - iii. Site coverage of buildings.
 - iv. Area covered with impervious surface.
 - v. Impervious surface ratio.
 - vi. Floor area rational if applicable.
 - vii. Number of off-street parking spaces and, if applicable, loading bays.
 - (e) A locus-context map of all land within 500 feet of any part of the tract and showing:

- i. All dwellings and principal buildings.
 - ii. The land use of each lot.
 - iii. Lot and right-of-way lines.
 - iv. Existing contours at two-foot intervals.
 - v. Principal natural features in general such as:
 - a. Significant rock outcroppings;
 - b. Water systems (including standing surface water, brooks or streams, the direction of drainage, wetlands, and the 100-year flood elevation.);
 - c. Significant vegetation (including mature trees, unique specimens of vegetation, and vegetation that indicates wetness.);
 - vi. Zoning district boundaries;
 - vii. Recorded easements on the site locus.
- (f) Public facilities, such as conservation or recreation land, footpaths, bicycle paths, or **streets**.
 - (g) Significant noise/visual impact (including views from the site and sources of noise affecting the site.)
 - (h) Historically or architecturally significant structures and sites on or adjacent to the site.
 - (i) A property rights and dimensional standards plan showing location of existing easements or other property rights affecting the development.
 - (j) The approximate locations of any sections of the land to which the Town would be granted property rights, either easements or transfer of ownership for street, utility, conservation or other purposes.
 - (k) The anticipated division of the property into parcels in private ownership, if any, if it affects zoning provisions.
 - (l) The yard setback in feet for buildings and parking lots from site boundaries and where applicable, a Zoning district boundary, a brook or a pond.
 - (m) The boundaries of any common open space or usable open space.
 - (n) A utilities analysis showing:
 - i. The location and size of the Town's existing water mains, fire hydrants, sanitary sewers, and storm drains.
 - ii. The proposed locations and the approximate size of utilities to be constructed on the site and their proposed connections to the Town's utilities, and any special features, such as culverts or pumping stations, that might affect the ability of the Town to service the development.
 - (o) A traffic analysis to be conducted by a traffic engineer who will certify that he/she qualifies for the position of member of the Institute of Transportation Engineers (ITE). The analysis shall include:
 - i. Traffic counts on arterial streets that provide access to the development site showing data on Average Daily Traffic (ADT) and a.m. and p.m. peak periods (conducted for two hours divided into fifteen-minute segments);
 - ii. Intersection turning movement counts at intersections likely to be affected by the proposed development (conducted for two hours divided into fifteen-minute segments);
 - iii. An inventory of roadway characteristics showing the width of the principal approach streets and the presence or absence of sidewalks and their conditions;
 - iv. Estimated trip generation showing the projected inbound and outbound vehicular trips for the a.m. and p.m. peak periods and a typical one hour off-peak trip generation;
 - v. The estimated distribution of new trips by approach streets;
 - vi. The effect of additional traffic generated by the development on traffic "levels of service" on each approach street;
 - vii. Estimated off-street parking and loading requirements and time of peak accumulation.
 - (p) Parking Plan showing the proposed layout and areas to provide the required parking spaces, including required handicapped spaces, and areas set aside for snow storage.
 - (q) Loading Plan showing required loading areas with proposed access.
 - (r) Landscaping Plan showing all proposed landscaping of parking and loading areas, pedestrian walkways and grounds, required buffer areas, refuse disposal storage areas, HVAC equipment, and other features of the Regional Retail Shopping Center.

- (s) Lighting Plan showing typical fixture details, proposed locations of freestanding light fixtures and wall-mounted lights, with proposed intensity.
- (t) Signage Plan showing the location, type, and size of all proposed signs in the HCOD.
- (u) Utilities Plan showing all proposed utility connections, including water, sewer, gas, electric, and cable.
- (v) Stormwater Management Plan showing stormwater management facilities in compliance with all local requirements and the DEP's Stormwater Management Policy.
- (w) Subdivision Plan. If applicable.
- (x) Statement of Proposed Hours of Operation. Indicate typical hours of operation, delivery times, and special circumstances likely to occur seasonally.

8508. Dimensional Requirements. For a Regional Retail Shopping Center to be eligible to apply for a HC-SP, the following dimensional requirements shall apply in lieu of any other contrary dimensional requirements contained in this By-Law:

- (a) Minimum Area. The parcel or set of contiguous parcels containing the Regional Retail Shopping Center for which the HC-SP is requested shall not be less than eighty (80) acres prior to any dedication of any portion of said parcel or set of contiguous parcels for purposes of, by way of example only, public or private ways, and common or open space areas. All of said eighty (80) acre parcel shall be located exclusively in the Town of Tewksbury.
- (b) Maximum Lot Coverage. The total lot coverage by structures and impervious surfaces shall not exceed fifty-five (55%) percent of the total gross land area of the HCOD.
- (c) Minimum Frontage. The minimum frontage shall be 150 feet for the contiguous combined area of the Regional Retail Shopping Center.
- (d) Building and Parking Setbacks. The principal structure containing the Regional Retail Shopping Center and all associated parking shall be placed within the Ring Road. No accessory use or structure shall be located within 50 feet of any boundary of the HCOD.
- (e) Maximum Building Height. No building shall exceed more than three (3) stories and eighty (80') feet in height above the average finished grade around the structure. Fill shall be limited in depth to the minimum amount required to comply with the Stormwater Management Policy of the Commonwealth's Department of Environmental Protection (DEP). This definition excludes penthouses, bulkheads and other allowable super-structures above the roof line.
- (g) Maximum Building Coverage. The maximum building coverage of any legal subdivided lot within the HCOZ Project shall be permitted to have up to a maximum building coverage of one hundred (100%) percent provided that the overall lot coverage for the project is not exceeded. For purposes of this Section 8500, land use principally dedicated for a coordinated, integrated retail use such as a Regional Retail Shopping Center, shall be deemed to be one lot for density regulation and parking purposes notwithstanding that legal ownership in the land is divided, by lease, in fee or otherwise, among two or more owners.
- (h) Use Regulations. Within a Regional Retail Shopping Center, the uses available shall be as set forth in the HCOD Use Table (Appendix A). There shall be no restriction on combining different categories of use as of right within a Regional Retail Shopping Center other than those imposed by the State Building Code or other federal, state or local regulations. Retenancing within the Regional Retail Shopping Center shall be allowed as of right, where such retenancing complies with the HCOD Use Table, or by special permit where allowed in compliance with the HCOD Use Table.

8509. Parking and Loading Standards. The following parking and loading standards shall apply in the HCOD:

- (a) Location. All parking shall be provided within the Ring Road.
- (b) Minimum Parking Ratio. Parking spaces shall be provided at the rate of not less than 4.8 parking spaces per one thousand (1,000) square feet of gross leasable area (GLA).
- (c) Minimum Parking Dimensions. Standard parking spaces shall be nine (9.0') feet wide by eighteen (18') feet deep.
- (d) No Backing. Parking and loading areas shall not require vehicles to back onto an access way or the Ring Road.
- (e) Screening. All loading areas and parking areas for ten (10) or more cars shall provide screening in accordance with Section 5000.

8510. Performance Standards. The development of a Regional Retail Shopping Center in the HCOD shall comply with the following performance standards:

- (a) Sidewalks. Concrete sidewalks are required within the HCOD where necessary for safe pedestrian access and circulation. There shall be a marked pedestrian aisle at each entrance to the building served by the parking lot. Sidewalks must be constructed in accordance with the Planning Board's Subdivision Rules and Regulations and in accordance with the regulations of the Massachusetts Architectural Access Board.
- (b) Landscape Buffer Area. Whenever required by the Planning Board pursuant to the provisions of Section 5400 and this Section 8510, a landscaped buffer area shall consist of natural and intact vegetation or a landscaped strip and may include fences, walls or berms, which shall serve to provide an effective year round visual screening at the time of installation.

The following additional requirements shall pertain to all landscape buffer areas located in the HCOD:

- i. Driveways or other private ways necessary for access and egress to and from the tract for emergency access purposes may cross such buffer areas.
 - ii. No vegetation in a buffer area will be disturbed, destroyed or removed, except for construction of and/or normal maintenance of structures and landscapes approved as part of the project.
 - iii. The Planning Board may waive the buffer requirement of Section 5400 when it determines that a smaller buffer (or no buffer) will suffice to accomplish the objectives set forth herein.
 - iv. A landscape buffer area may be used for passive recreation; it may contain pedestrian, bike or equestrian trails, provided such use does not reduce the effectiveness of the buffer area as year round visual screen. No other uses are permitted in landscape buffer areas.
 - v. Wastewater and stormwater management systems serving the HCOD District may be located within the landscape buffer areas.
 - vi. All plant materials required by this Section and Section 5400 shall be maintained in a healthful condition. Dead limbs refuse and debris shall be promptly removed. Dead plantings shall be replaced with new live plantings at the earliest appropriate season. Bark mulch and non-plant ground surface materials shall be maintained so as to control weed growth.
- (c) Outdoor Lighting. The key to effective lighting design and outdoor lighting codes is to define the lighting equipment and design criteria that minimize the causes of sky glow, light trespass and glare while providing a comfortable, visually effective, energy efficient and safe / secure outdoor environment. Therefore, outdoor lighting fixtures utilized for lighting parking areas, sidewalks, roadways (except as herein provided), buildings and structures, and recreation and landscape areas shall be designed to improve safety, and to minimize glare and light trespass. All outdoor lighting fixtures except those with an initial output less than 5,000 lumens shall be Semi-Cutoff, Cutoff or Full Cutoff (as defined by the Illuminating Engineering Society of North America's (IESNA) standards to the maximum allowed under the Massachusetts Energy Code) and shall be installed and maintained in such a manner as to be horizontal to the ground so that the cutoff characteristics of the fixture are maintained. Beyond the cutoff requirements set forth herein, all light fixtures shall be located, aimed or shielded so as to minimize light trespass and glare across property boundaries.

No outdoor lighting shall be installed to exceed the maximum maintained luminance levels as recommended by the IESNA for the designated activity. When no maximum level is defined by IESNA, no lighting shall be installed to exceed 400% of the minimum maintained luminance levels as recommended by the Illuminating Engineering Society of North America (IESNA) for the designated activity so as to obtain a uniform luminance level ratio of 4:5. Spacing of poles shall be designed such that the luminance on the ground is uniform to the greatest extent practicable.

The lighting of building facades is allowed and Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.

The following are exempt from the provisions hereof:

- i. Holiday lighting
- ii. The lighting of flags - Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.
- iii. Emergency lighting, used by police, firefighting, or medical personnel, or at their direction for as long as the emergency exists.
- iv. Temporary lighting, such as that used at construction sites or other uses of a temporary nature. However temporary lighting shall be aimed so as to minimize glare and light trespass to adjacent properties and turned off upon the completion of the project.
- v. Lighting for Town, State or Federal roadways.

Light pole and all fixture types shall not exceed forty-five (45') feet in height above the average grade around the structure.

Waivers from these provisions may be granted by the Planning Board upon documentation that meeting specific provisions hereof would result in an unsafe condition, impede normal operations or inflict undue financial hardship.

- (d) **Reduced Lighting Levels.** Lighting levels shall be reduced to security levels within one (1) hour after the close of business or the end of the business activity. Sufficient security lighting shall be permitted at all times.
- (e) **Solid Waste Storage.** Any accessory receptacle or structure with holding capacity of at least one hundred (100) cubic feet for temporary storage of solid or liquid waste materials, including garbage, rubbish, junk, discarded bulk items and similar waste items shall be screened from all adjacent premises and streets from which it would otherwise be visible in accordance with this By-Law.
- (f) **Street Width.** The Ring Road shall have a paved surface width of not less than thirty (30') feet and a minimum travel way width of twenty-eight (28') feet. Berming or curbing shall be provided in accordance with the standards of the Planning Board's Subdivision Rules and Regulations.
- (g) **Stormwater Management.** Stormwater management facilities shall comply with the Stormwater Management Policy of the DEP and the standards of the Planning Board's Subdivision Rules and Regulations.
- (h) **Emergency / Public Safety Access.** Access to the HCOD site locus from any abutting public or private way, other than the access or Ring Road, so-called, or by means of such other access way not normally open to vehicular traffic, shall be permitted only for the express purpose of allowing emergency and or public safety vehicular access to the HCOD, notwithstanding the underlying zoning district within which such way is located. Such access shall be subject to the reasonable satisfaction of the Tewksbury Fire Department and the Tewksbury Police Department.

8511. Signs. This By-Law is adopted for the regulation and restriction of billboards, signs and other advertising devices within the Town on public ways or on private property within public view of a public way, public park or reservation in order to protect and enhance the visual environment of the Town and the safety, convenience and welfare of its residents.

- (a) **Permit Required.** No sign shall be erected, refaced or enlarged until a permit is issued by the Sign Officer, except as otherwise provided herein. An application for a permit shall be made on forms furnished by the Sign Officer containing such information, including photographs, plans and scale drawings, as he/she may require. Such permit shall be issued only if the Sign Officer determines that the sign complies or will comply with all applicable provisions of this By-Law. A schedule of fees for such permits may be determined from time to time by the Board of Selectmen.
- (a) **Sign Officer.** The Building Commissioner is hereby designated as the Sign Officer and is hereby charged with the enforcement of this By-Law. The Sign Officer and his duly authorized agents shall, at reasonable times and upon presentation of credentials, have the power to enter upon the premises on which any sign is erected or maintained in order to inspect said sign.
- (b) **Exemptions.** The provisions of this section shall not apply to:
 - (i) Temporary signs;
 - (ii) Building numbers;
 - (iii) Public utility identification markings;
 - (iv) Signs or markers required or erected by local, state or federal government;
 - (v) Directional signs not exceeding 150 square feet;
 - (vi) Directional markers not exceeding four (4) square feet, such as arrows or entrance and exit markings;
 - (vii) Any sign limited solely to directing traffic or providing direction or setting out restrictions on the use of parking areas, or designating loading areas, and not exceeding four (4) square feet in area per face.
- (b) **Standards.** All signs shall conform to the following standards.
 - (i) **Movement.** No sign shall contain any moving, flashing or animated lights or visible moving parts. A sign consisting solely of indicators of time and/or temperature or of an automatically changing message shall be permitted only upon the issuance of a special permit by the Planning Board.
 - (ii) **Illumination.** No sign shall be illuminated between the hours of 1 A.M. and 6 A.M. unless, in the case of an accessory sign, the premises on which it is located are open for business. Signs may be illuminated only by the following means:
 - 1. By a white steady stationary light of reasonable intensity shielded and directed solely at the sign.
 - 2. By an interior light of reasonable intensity or by neon gas-filled tubes.

3. Neon lights are prohibited on free-standing signs.

- (c) Electrically Operated Sign. No sign permit shall be issued for an electrically operated sign until the local wiring inspector has issued a permit therefore. Such permit shall be issued only if the proposed sign complies with all requirements and recommendations of the National Electrical Code and Massachusetts Electric Code.
- (d) Color. No sign shall contain red or green lights if such colors would, in the opinion of the Police Chief, constitute a safety hazard.
- (e) Tethered / Floating Devices. Tethered floating or inflated devices of any kind, sandwich or A-frame, and banners are prohibited where intended to serve as a sign.
- (d) Accessory Signs. Accessory signs which are permitted in the Business, Commercial and Industrial Districts may be permitted in the HCOD.
- (e) Attached Signs. Attached signs may be erected if firmly affixed to the building. The sign shall not project beyond the face of any other wall of the building or above the highest point of the eave. The sign shall not project more than twelve (12) inches from the face of the wall to which it is attached.
 - (i) The height of each wall mounted Anchor Store Building Sign shall not exceed twenty-five (25) feet in height and 350 square feet in length. The aggregate length of all such Anchor Store Building Signs shall not exceed in the aggregate seventy-five (75%) percent of the length of the store wall.
 - (ii) If a store has a direct entrance in a wall other than the store front, there may be secondary Anchor Store Building Signs affixed to such wall not to exceed twenty-five (25') feet in height, and the aggregate length of all such Anchor Store Signs shall not exceed fifty (50%) percent of the maximum permissible length of the signs on the store front.
 - (iii) One attached wall mounted entry sign per building entrance not to exceed a maximum height of twenty-five (25') feet in height and 300 square feet in length.
- (f) Standing signs. Standing signs may not be erected within fifteen (15) feet of any street lot line or ten (10) feet of any side lot line. Standing signs are limited to the height set forth below to be measured from the nearest pavement grade to the top of the sign structure. Standing signs may be double faced; however, the permitted area will be measured on one side only.
 - (i) One (1) free standing Reader Board sign not greater than twenty-five (25) feet in height and not to exceed two (200) square feet of sign area per face.
 - (ii) One (1) free standing sign at each entrance, but not more than three (3) such signs. Each such sign shall be not greater than sixty (60) feet in height, and may be a maximum of two (200) hundred square feet per face.
- (g) Awnings. Awnings used as signs shall not project more than thirty-six (36) inches from the face of the wall to which it is attached. The signage on the awning must comply with the size requirements of this Section.
- (f) Special Signs. Signs painted or placed on the inside of the glass of a window shall be permitted, provided that the aggregate area of such sign does not exceed 30 percent of the area of the window glass.
- (h) Temporary Signs. Temporary signs which comply with these By-Laws shall be permitted (other than a temporary sign placed in a window).

Temporary signs which do not comply with these By-Laws may be authorized by a special permit by the Board of Selectmen for private, nonprofit charitable organizations.
- (g) Other Requirements.
 - (i) Billboards and non-accessory signs. All billboards and non-accessory signs, erected prior to June 1, 1965, shall be permitted provided no substantial changes are made in location, size or design of the structure.
 - (ii) Nonconformance of accessory signs. Accessory signs legally erected before the adoption of this By-Law which do not conform to the provisions of this By-Law may continue to be maintained, provided, however, that no such sign shall be permitted if it is, after the adoption of this By-Law, enlarged, refaced or redesigned, except to conform to the requirements of this By-Law.
 - (iii) Unsafe signs. When any sign become insecure, in danger of falling or otherwise unsafe or if any sign shall be unlawfully installed erected or maintained in violation of any of the provisions of law, the owner thereof or the person or firm maintaining same, shall upon written notice of the Building Commissioner, forthwith in the case of immediate danger and in any case within not more than ten (10) days make such sign conform to

the provisions of this article or shall remove it. If within ten (10) days the order is not complied with, the Building Commissioner may remove such sign at the expense of the owner or lessee thereof.

(iv) Derelict signs. Signs which become unsightly, incomplete, dilapidated, illegible or dangerous to the public safety shall be condemned and removed by the Sign Officer. Costs may be recovered for such removal from the owner or lessor in the District Court.

(k) Appeal. A person aggrieved by an order or decision of the Sign Officer under this By-Law may appeal to the Board of Appeals.

8512. Landscaping, Screening and Buffer Requirements. All landscaping, screening and buffer requirements that are requirements in the Commercial (COM) District pursuant to the provisions of Section 5400, Landscaping, Screening and Buffer Requirements, shall also apply in the HCOD District and shall be in addition to those requirements set forth herein under Section 8510(b).

8513. Special Permit Decision. The Planning Board may approve, approve with conditions, or deny an application for a HC-SP, where the Regional Retail Shopping Center complies with the dimensional requirements, parking and loading requirements, and performance standards set forth herein, and after consideration of the following criteria:

- (a) The Site Plan is substantially in conformance with the Concept Plan approved by the Planning Board. The Planning Board may permit minor changes in light of the more detailed survey and engineering design provided such changes do not conflict with the general intent of the Concept Plan; but, the Board shall not approve any change in minimum setbacks, maximum building height, maximum total square feet of development, or uses.
- (b) Impact of the Regional Retail Shopping Center on the environment (land and water resources, air quality), public utilities, and traffic safety;
- (c) Impact of the Regional Retail Shopping Center on the economy of the Town, including employment opportunities, contributions to tax base and impact on property values;
- (d) Impact of the Regional Retail Shopping Center on neighborhood character.

8514. Special Permit Conditions. Where the Planning Board grants a HC-SP with conditions, the Board may impose reasonable conditions, safeguards and limitations on time and use, including, but not limited to, the following:

- (a) If circumstances so warrant, to impose conditions regarding hours of operation, delivery times, and lighting schedule;
- (b) Approved Special Permits and Site Plans shall be recorded in the North Middlesex Registry of Deeds prior to the issuance of any building permits or the start of any construction on site;
- (c) The Planning Board, or its representative, shall have the authority to make inspections during the construction process. All drainage installed on the site shall be inspected and approved by the Planning Board's Consulting Engineers. In the event that the developer does not comply with conditions set forth in the HC-SP, said Special Permit may be modified or revoked after a public hearing held by the Planning Board. The owner of the property shall be responsible for the maintenance and upkeep of the on-site drainage system;
- (d) All development within the approved site shall be conducted in accordance with plans approved by the decision of the Planning Board and with all statutes, laws, rules, and regulations of the Commonwealth of Massachusetts and the Town of Tewksbury.
- (e) If circumstances so warrant, to impose conditions of compliance with recommendations of the Planning Board with regard to ingress and egress to the site locus for emergency and/or safety vehicle purposes.
- (f) If circumstances so warrant, to require continued monitoring of off-site impacts to traffic safety and the environment in site locations immediately abutting the site locus of the HCOD development;
- (g) If circumstances so warrant, to require additional plantings within the site upon review of the as-built plan and after an on-site inspection. The developer shall be required to add more plantings if desired by the Planning Board. This condition, if imposed, must be satisfied prior to any formal release issued by the Planning Board.
- (h) If circumstances so warrant, to require that the property owner shall be responsible for maintenance of the building and landscape area surrounding and abutting any building on site.

8515. Relation to Other Requirements. The submittals and special permit of this section shall be in addition to any other requirements of the Subdivision Control Law to the extent that the site or any portion thereof is approved as a subdivision thereunder.

8516. Inapplicability of Certain Other Regulations. Where this Section 8500-8516 specifies some standard or makes some other requirement contrary to a requirement elsewhere in this Zoning Bylaw, the provisions of this Section 8500-8516, as may be amended from time to time, shall prevail.

APPENDIX A
TABLE OF USE REGULATIONS
DISTRICTS

	USES	HCOD
A.	RESIDENTIAL USES	
1.	Single-family dwelling	N
2.	Two-Family dwelling	N
3.	Multi-family dwelling	N
4.	Multi-family dwelling/55	N
5.	Community Development Project	N
6.	Cluster Development	N
B.	EXEMPT AND INSTITUTIONAL USES	HCOD
1.	Use of land or structures for religious purposes	Y
2.	Use of land or structures for educational purposes on land owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic or by a religious sect or denomination, or by a nonprofit educational corporation	Y
3.	Child care facility in existing building	Y
4.	Child care facility in new building	Y
5.	Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture on a parcel of more than five (5) acres in area	Y
6.	Facilities for the sale of produce, and wine and dairy products on exempt agricultural sites	Y
7.	Cemeteries, private	N
8.	Municipal parks and playgrounds	Y
9.	Other municipal facilities	Y
10.	Essential services	Y
11.	Water towers and reservoirs	Y
12.	Hospital	N
C.	COMMERCIAL USES	HCOD
1.	Nonexempt farm stand for wholesale or retail sale of products	N
2.	Nonexempt educational use	N
3.	Nonexempt agricultural use	N
4.	Animal clinic or hospital; kennel	N
5.	Personal service establishment	Y
6.	Funeral home	N
7.	Hotel/motel	N
8.	Bed and Breakfast	N
9.	Retail food or drug store	Y
10.	Retail sale of alcoholic beverages	Y
11.	Retail sales not elsewhere set forth	Y
12.	Motor vehicle, motorcycle, trailer, snowmobile, or boat sales and rental	N
13.	Motor vehicle light service; Motor vehicle general and body repair	N
14.	Car wash	N
15.	Garage for automotive storage	Y
16.	Limousine, taxicab or livery business	N
17.	Automotive stereo systems installations	PB
18.	Restaurant	Y
19.	Restaurant, fast- food or drive-through	Y

	USES	HCOD
20.	Business or professional office	Y
21.	Freestanding ATM or kiosk for public use	N
22.	Adult day care	N
23.	Indoor commercial recreation	Y
24.	Outdoor commercial recreation	PB
25.	Membership club, civic, social, professional or fraternal organization	N
26.	Adult use establishment	N
27.	Wireless Communications Facility	N
28.	Airport, airfield or airstrip	N
29.	Mobile parked food service	N
30.	Itinerant roadside vending	N
31.	Massage parlor	N
32.	Major Commercial Project	Y
33.	Massage Therapy (Licensed)	N
34.	Garaging or parking of one light commercial vehicle.	Y
35.	Garaging or parking of two light commercial vehicles.	Y
36.	Garaging or parking of three or more light commercial uses	Y
37.	Garaging or parking of one heavy commercial vehicle	Y
36.	Garaging or parking of two or more heavy commercial vehicles	Y
39.	Retail Shopping Center, Regional	Y
40.	Retail Shopping Center	PB
41.	Drive-through facility	PB
D.	INDUSTRIAL USES	HCOD
1.	Removal of loam, sand or gravel	N
2.	Research laboratories, manufacture of equipment, electronics industry, assembling of electrical appliances	N
3.	Welding shop	N
4.	Machine shop	N
5.	Stone or monument works	N
6.	Ceramic products manufactured by electrical kilns	N
7.	Manufacturing	N
8.	Manufacturing, Light	N
8.	Sale of products at retail manufactured on the premises	N
9.	Wholesale, warehouse, self-storage mini-warehouse, or distribution facility	N
10.	Farm supply warehouse	N
11.	Heating fuel storage and sales	N
12.	Contractor's yard or landscaping business	N
13.	Junkyard or automobile salvage yard	N
14.	Transportation or freight terminal	N
15.	Truck stop	N
16.	Steel Fabrication	N

APPENDIX B
TABLE OF DIMENSIONAL REQUIREMENTS

DISTRICT	Min. Lot Area (acre)	Min. Frontage (ft.)	Min. front yard (ft.)	Min. side and rear yard (ft.)	Max. Building Height (stories/ ft.)	Max. Building Coverage (% of lot)
HCOD*	80.0	150	50	50	3.0 / 80	55

* See Section 8500 for detailed information concerning HCOD dimensional requirements.

APPENDIX C
TABLE OF PARKING REQUIREMENTS

	PRINCIPAL USE	REQUIRED SPACES
32.	Retail Shopping Center	5 spaces per 1,000 square feet of gross leasable floor area
33.	Retail Shopping Center, Regional	4.8 spaces per 1,000 square feet of gross leasable floor area
34.	Mixed Use Projects	As determined by Planning Board based on the accumulation of individual uses or a lesser total subject to a special permit issued by the Planning Board based on a shared parking analysis prepared by a traffic engineer

Exhibit C

Notice of Agreement

This Notice of Agreement dated as of _____, 2002 is entered into by and between the Town of Tewksbury, a Massachusetts municipal corporation with a usual place of business at Town Hall, Tewksbury, Massachusetts, acting by and through its Board of Selectmen and Town Manager ("Tewksbury"), and The Mills Corporation, a Delaware corporation, having a usual place of business at 1300 Wilson Boulevard, Suite 400 Arlington, Virginia 22209 ("Mills").

Notice is hereby given that Mills and the Town of Tewksbury have entered into a Development Agreement of even date herewith, which Memorandum contains, among other things, certain restrictions upon the use of the property owned by Mills within Tewksbury, Massachusetts, and more particularly described in Exhibit A attached hereto.

A copy of the Development Agreement is available for inspection in the office of the Town Clerk of the Town of Tewksbury.

Executed under seal as of the date first written above.

TOWN OF TEWKSBURY

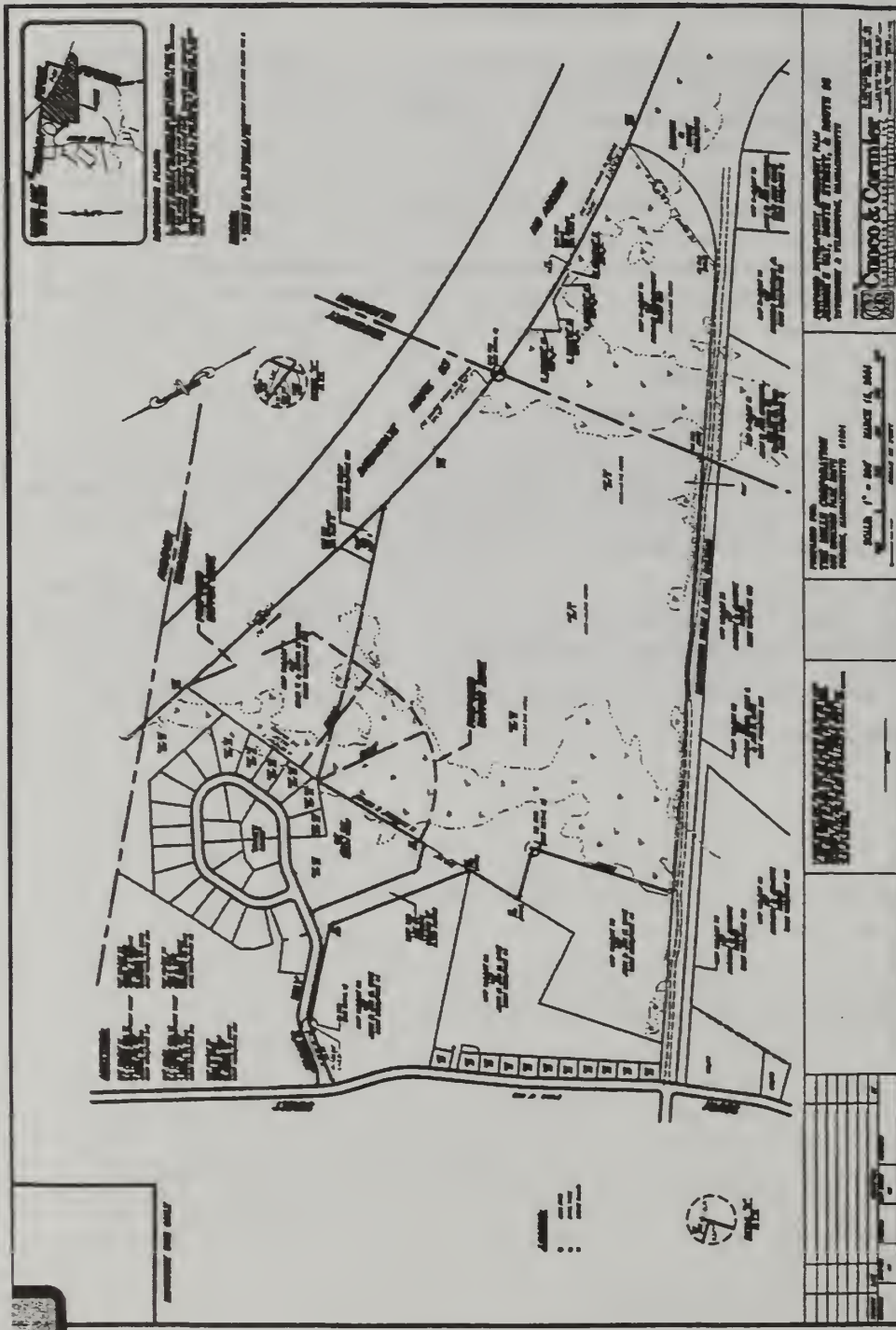
By: _____

Its Duly Authorized _____

THE MILLS CORPORATION

By: _____

Its Duly Authorized _____



DEVELOPMENT AGREEMENT

between

THE TOWN OF TEWKSBURY

and

MILLS CORPORATION

_____, 2004

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Exhibit A – Legal Description of Property

Exhibit B – Zoning Amendment

Exhibit C - Legal Description of Conservation Easement Areas

Exhibit D - Traffic Improvements

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Exhibit F – Notice of Development Agreement

DEVELOPMENT AGREEMENT

This Development Agreement (this "Development Agreement") dated as of the ____ day of _____, 2004 is made by and between the Town of Tewksbury, a Massachusetts municipal corporation with a usual place of business at Town Hall, Tewksbury, Massachusetts, acting by and through its Board of Selectmen and Town Manager (collectively, "Tewksbury"), and The Mills Corporation, a Delaware corporation, having a usual place of business at 1300 Wilson Boulevard, Suite 400 Arlington, Virginia 22209 ("Mills").

RECITALS

WHEREAS, Mills represents and warrants that it entered into one or more binding agreements whereby Mills has rights to purchase the real property located and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, and further described on Exhibit A attached hereto and incorporated and hereinafter referred to as the "Property"; and

WHEREAS, Mills wishes to develop a retail shopping center with approximately 750,000 square feet of Gross Leaseable Area (as that term is defined in the Zoning Amendment referred to below) (the "Project") on the Property; and

WHEREAS, the Property is currently zoned under the Tewksbury Zoning By-Law as Residential (R-40) which does not permit the development of the Project; and

WHEREAS, in order to permit the development of the Project on the Property, Mills seeks to cause the Zoning By-Law to be amended to create an overlay district known as the Highway Corridor Overlay District ("HCOD District") and include the Property therein and in furtherance thereof has requested that the Tewksbury Zoning By-Law be amended by adopting at an Annual or Special Town Meeting a Zoning By-Law Amendment in the form attached hereto as Exhibit B (the "Zoning Amendment"); and

WHEREAS, as a means to offset the impacts to Tewksbury of the development of the Project, Mills has voluntarily offered to impose certain restrictions on the Property and to make other commitments in connection with the Zoning Amendment and the development of the Project, all as more particularly described herein; and

NOW THEREFORE, Mills and Tewksbury have agreed that if said Zoning Amendment is adopted at an Annual or Special Town Meeting, and this Development Agreement is ratified and Tewksbury is authorized to execute this Development Agreement by a majority vote of an Annual or Special Town Meeting, Mills and Tewksbury will enter into and agree to be bound by the terms of this Development Agreement, subject to the terms and conditions herein contained.

AGREEMENT

1. Conservation Easement. Prior to the issuance of a foundation or building permit for the Project, Mills will execute, acknowledge, grant and deliver to Tewksbury, acting by and through its Conservation Commission established under §8C of M.G.L. c.40, its successors and permitted assigns (referred to herein as the "Conservation Commission"), a conservation easement (the "Conservation Easement") in perpetuity and exclusively for conservation purposes, pursuant to the provision of M.G.L. c.184, §§ 31-33 as described below with respect to the portion of the Property described in Exhibit C (the "Conservation Easement Area") constituting the buffer zone established to minimize the visual and noise impact on the adjoining Jennie's Wood Subdivision. The Conservation Easement shall be in the form and on the terms typically included within conservation easements approved by the Executive Office of Environmental Affairs and consistent with the terms and provisions set forth in this Paragraph 1. The benefit of said Conservation Easement shall not be appurtenant to any particular parcel of land but shall be in gross and shall be assignable or transferable consistent with Section 170 (c)(1) of the U. S. Internal Revenue Code, as amended.

The Conservation Easement shall provide that the Conservation Easement Area will be maintained in perpetuity in its current open-space condition and that no building or other structure, roadway, parking area, sidewalk, sign or other like improvement will be constructed, placed or permitted to be maintained thereon except that Mills will retain the right (i) to construct, install, maintain, repair and replace on the Conservation Easement Area underground, at grade and above ground utilities and related appurtenances such as wires, pipes, storm water retention and detention basins, and wetland mitigation areas, provided that, Mills promptly restores all areas disturbed by the exercise of such rights to the greatest extent practicable, (ii) to maintain the Conservation Easement Area by the planting of trees and shrubs and the selective pruning and removal thereof, the mowing of grass and the construction of appropriate fences and berms all in accordance with sound conservation practices, (iii) to discharge surface water from other portions of the Property onto and over and across the Conservation Easement Area provided that the same will not be detrimental to drainage, flood control, water quality or erosion control on the Conservation Easement Area, and (iv) to undertake within and upon the Conservation Easement Area such affirmative obligations as may be imposed upon Mills by any Federal, state or local governmental agency. Provided Mills is able to obtain the governmental approvals required therefor, Mills shall install, at Mills' cost and expense, a stockade, chain-link or similar fence along the common boundary of the Conservation

Easement Area and the rear property lines of the abutting homes in the Jennie's Woods subdivision; such installation shall be made prior to the issuance of a certificate of occupancy for the Project.

It is the intent of Tewksbury and Mills that the Conservation Easement Area shall be left in its naturally vegetated state to the greatest extent possible. Accordingly, Mills agrees that the rights reserved by Mills shall be exercised in a manner so as to minimize the adverse affects upon the conservation values sought to be protected by the Conservation Easement. Mills further agrees that none of the rights reserved by Mills (including, without limitation, those set forth in the last subparagraph of this Paragraph 1) shall be exercised until Mills has first obtained any governmental permits and approvals required therefore.

The Conservation Easement will not grant to the general public any rights to enter upon or to use the Conservation Easement Area provided, however, that Tewksbury and Mills will reserve the right, by mutual agreement, to permit the general public to use portions of the Easement Area for passive recreational uses and activities such as picnicking, walking, cross-country skiing, snowshoeing, or hiking, and such other recreational uses and activities as may be approved from time to time by the Conservation Commission. The Easement Area shall at all times be included as a part of the Property for the purpose of computing lot area, yard area, set back distance or any other computation required or permitted under applicable any zoning by law, subdivision control law, or other governmental rule, regulation, law, ordinances, permit or approval unless the same shall otherwise provide.

Mills agrees that it shall take no action, prior to the execution and delivery of the Conservation Easement described herein, which would be inconsistent with, or in violation of, the obligations and limitations imposed upon Mills thereunder and during such interim period, to comply with the provisions of the Conservation Easement as if it were in full force and effect; provided, however, that Mills reserves the right to enter into and upon the Conservation Easement Area to perform such engineering and environmental studies, test borings and other like studies as Mills deems necessary for the development of the Project; provided, further, that Mills restores the land substantially to the condition existing prior to such tests and studies having been performed.

2. Replication of Wetlands. In connection with the development of the Project, Mills agrees to comply with all requirements of any final order of conditions issued for the Project under the Massachusetts Wetlands Protection Act and, as applicable, the Tewksbury Wetlands Protection By-Law, including without limitation the replication of any jurisdictional wetlands on the Property that Mills may be permitted to fill.

3. Special Permit/Consistency Required. Mills acknowledges and agrees that, pursuant to the Zoning Amendment, the development of the Project requires the issuance of a special permit by the Tewksbury Planning Board (the "Highway Corridor Special Permit"). Mills shall comply, at Mills' sole cost and expense, with all the requirements of the Highway Corridor Special Permit including submission of evidence to the satisfaction of the Planning Board of compliance with the provisions of this Development Agreement. It is understood that undertakings in this Development Agreement will be incorporated in and be obligations of any party granted a Highway Corridor Special Permit for use of the Property for a Regional Retail Shopping Center (as defined in the Zoning By-Law).

4. Local Traffic Improvements. Mills acknowledges and agrees that the issuance of certificate(s) of occupancy for any portion of the Project is contingent upon the implementation of certain local traffic improvements as specifically defined in the report entitled "Traffic Review of Retail Mall Development" by Judith Nitsch Engineering, Inc., dated March 15, 2004 and attached hereto as Exhibit D ("Traffic Improvements"). In connection with the foregoing, Mills agrees to pursue the approval by the Massachusetts Highway Department ("MHD") for those Traffic Improvements within the jurisdiction of the MHD. Tewksbury agrees that it will cooperate with Mills (i) to obtain MHD approval; (ii) to acquire such rights of way as may be required for implementation of the Traffic Improvements (subject to approval by the statutorily required vote of an Annual or Special Town Meeting and subject to all applicable laws); and (iii) by issuing, in a timely manner, all local permits or approvals required for implementation of the Traffic Improvements. All such cooperation by Tewksbury, to the extent of out of pocket expenses paid to third-parties, shall be reimbursed by Mills, and Mills agrees to reimburse Tewksbury for all such costs and expenses incurred by Tewksbury within thirty (30) days after receipt of an invoice therefor accompanied by reasonable detail of the expenditures made. It is expressly agreed that in the event that any of the Traffic Improvements shall have been undertaken and completed (or are to be undertaken and completed prior to the opening of any portion of the Project for business), in whole or in part, by any entity other than Mills, Mills shall have no further responsibility to undertake the said Traffic Improvements, or such portion thereof as shall have been completed at such time.

To the extent that for any reason any Traffic Improvements are not completed by Mills or any other party prior to the issuance of a certificate of occupancy for any portion of the Project, Mills agrees that it shall, prior to such issuance, deliver to Tewksbury the funds necessary to complete such remaining Traffic Improvements pursuant to G.L. c. 44, s. 53A or other mechanism mutually agreed upon by the parties. The amount of such payment or gift shall be determined by Tewksbury after consultation with Mills and shall be sufficient to design and construct all remaining Traffic Improvements.

5. Interstate Highway Improvements. Mills acknowledges and agrees that the issuance of certificate(s) of occupancy for the Project are contingent upon the construction of an approved vehicular interchange for the purpose of entering and exiting the HCOD District and adjacent roadways from Interstate 93 (the "I-93 Interchange"), and Tewksbury agrees that it will cooperate with Mills in its efforts to obtain MHD and Federal Highway Administration approval for such interchange. All such cooperation by Tewksbury, to the extent of out of pocket expenses to third-parties, shall be reimbursed by Mills and Mills' agrees to reimburse Tewksbury for all such costs and expenses incurred by Tewksbury within thirty (30) days after receipt of an invoice therefor accompanied by reasonable detail of the expenditures made. Furthermore, the parties agree that no building permit or foundation permit shall issue for the Project unless all governmental approvals necessary for the construction of the I-93 Interchange have been issued (and the source of funding therefor is established); and prior to applying for any such building permit or foundation permit, Mills shall provide Tewksbury with satisfactory evidence of the same.

It is expressly understood and agreed that the HCOD District shall not be accessed by vehicular traffic from abutting public or private ways in the Town of Tewksbury, directly or indirectly, except for access directly to and from the Ring Road from and to I-93 and the exit and entrance ramps serving the same and for the express purpose of allowing emergency and or public safety vehicular access to the HCOD District via an emergency access road that shall be gated, and such gates shall be activated by an Opticon® System or such other system as may be acceptable to the Tewksbury Fire and Police Departments. Mills agrees that construction vehicles will not access the Property via South Street or abutting public or private ways in the Town of Tewksbury that are not situated in the HCOD District.

6. Acoustical Criteria. Mills acknowledges that because the Property is adjacent to the Jennie's Woods Subdivision and recognizes that minimizing the noise impacts upon the Jennie Woods Subdivision, and any other residential properties that may abut the Property in the future, that are generated by or from the Project both during construction and during its operation is of paramount concern to Tewksbury, Mills agrees to comply with all noise by-laws in effect from time to time in Tewksbury and further agrees to follow the protocols in Exhibit E and implement the reasonable and feasible mitigation measures required thereby as approved by the Building Commissioner acting in his/her capacity as the Zoning Enforcement Officer. Mills will reimburse Tewksbury for its out-of-pocket costs paid to third-parties in conducting any of the testing described in Exhibit E, and Mills agrees to reimburse Tewksbury for all such costs and expenses within thirty (30) days after receipt of an invoice therefor accompanied by reasonable detail of the expenditures made. Mills acknowledges that the foregoing is not intended to limit the authority of the Planning Board and any other regulatory bodies with legal authority to regulate noise impacts of the Project from imposing additional requirements within the scope of their authority relative to the noise impacts of the Project and the manner and timing of testing for noise impacts.

7. EMT Vehicle. In order to enhance Tewksbury's capacity to meet the projected increased demands imposed by the Project, Mills agrees that, prior to the issuance of a certificate of occupancy for any portion of the Project, it shall deliver to Tewksbury pursuant to G.L. c. 44, s. 53A or other mechanism mutually agreed upon by the parties the sum of One Hundred Fifty Thousand (\$150,000.00) Dollars to be used exclusively by Tewksbury for the purchase of an EMT vehicle and related purposes.

8. Water and Sewer Improvements.

A. Water Main. Mill shall be responsible, at its cost and expense, of making any improvements and upgrades to the existing town water line serving the Property from the vicinity of the Property to Shawsheen and Main Streets that may be required in order to accommodate the flow requirements of the Project. All such improvements and upgrades will be designed and constructed in accordance with the Design Standards (as defined in Paragraph 8.B. hereof. Mills and Tewksbury acknowledge that Tewksbury plans to make certain improvements and upgrades to the existing town water main from the vicinity of the Project to Shawsheen and Main Streets (the "Scheduled Water Improvements"). If requested by Mills and provided the same can be accommodated within the Tewksbury's schedule therefor, Tewksbury will increase the capacity of the Scheduled Water Improvements to accommodate the flow requirements for the Project at the time the Town executes the Scheduled Water Improvements (the "Additional Water Improvements"). If Mills makes such request, Mills will be responsible for the cost of installing such water line to the extent it exceeds what would have been the cost of the Scheduled Water Improvements and will reimburse Tewksbury for such excess cost as provided below in this Paragraph 8.A.

If Mills timely requests Tewksbury to make the same, Tewksbury shall cooperate with Mills to use reasonable efforts to complete the Additional Water Improvements on a schedule that is compatible with the schedule established by Mills for construction and opening of the Project. The Scheduled Water Improvements and the Additional Water Improvements will be designed and constructed in accordance with the Tewksbury Department of Public Works design standards and the Massachusetts Department of Environmental Protection Bureau of Resource Protection Drinking Water Program 2001 Guidelines and Policies for Public Water Systems (the "Design Standards"). Tewksbury agrees to consult with Mills on the design specifications and the construction bidding process with respect to the Additional Water Improvements; provided, however, Tewksbury's decision on such matters shall be final and in Tewksbury's sole discretion. Mills agrees to pay to Tewksbury pursuant to G.L. c. 44, s. 53A, or other mechanism mutually agreed upon by the parties, all costs and expenses in connection with designing and constructing the

Additional Water Improvements. Mills agrees to reimburse Tewksbury for all such costs and expenses incurred by Tewksbury within thirty (30) days after receipt of an invoice.

Tewksbury acknowledges that Mills has informed Tewksbury that Mills may elect to pursue the development of certain land adjacent to the Property which is owned by Mills, or under agreement to be purchased by Mills, and located in the Town of Wilmington (the "Wilmington Development"), and that Mills may wish to connect the Wilmington Development with the Tewksbury water supply system. Tewksbury agrees to cooperate with Mills, at Mills' sole cost and expense, to allow Mills to make such connections, subject, however to Tewksbury and the Town of Wilmington entering into an inter-municipal agreement satisfactory to Tewksbury in its sole and absolute discretion.

B. Water Storage Tank. In the event that Mills shall determine that a water storage tank (the "Storage Facility") is deemed necessary to provide adequate flow and pressure for fire protection for the Project as confirmed by the Tewksbury Fire Chief, then in addition to the Water Improvements, Mills, at Mills' sole cost and expense, will design and construct on the Property, an adequate Storage Facility to provide for fire flows to the Project in an emergency. If, prior to Mills installation of its own Storage Facility, Tewksbury elects to install a municipal water storage facility adequate to provide fire flows to Mills, as confirmed by Mills' engineers (the "Municipal Storage Facility") and Tewksbury provides Mills with adequate assurances that the Municipal Storage Facility will be completed and operational in accordance with the schedule for the opening of the Project, Mills will contribute to cost of the construction of the Municipal Storage Facility the sum of \$250,000.00 upon the issuance of the building permits for the Project.

C. Sewer Improvements. Mills shall be responsible, at its costs and expense, of constructing any sanitary sewer lines, sewer pumping stations, sanitary sewer force mains and related appurtenances required to connect the Project to the municipal sewer system in order to service the Project and Tewksbury agrees to cooperate with Mills in Mill's undertaking of such improvements. Mills and Tewksbury acknowledge that Tewksbury plans to make certain sanitary sewer improvements as part of Phase 7, Contract No. 25 of the Tewksbury Municipal Sewer Project (1,750' of 10" sewer in Regina S. Drive, a 260 gallon per minute (gpm) submersible pumping station with standby generator, and 1400' of 6" force main between Regina S. Drive and Shawsheen Street) (the "Scheduled Sewer Improvements"). If requested by Mills and provided the same can be accommodated within Tewksbury's schedule therefor, Tewksbury agrees to make additional improvements and upgrades to provide sanitary sewer service to meet the increased needs demanded by the Project (the "Additional Sewer Improvements", which together with the Scheduled Sewer Improvements are referred to as the "Sewer Improvements") prior to the issuance of a certificate of occupancy for any portion of the Project. Tewksbury shall cooperate with Mills to use reasonable efforts to complete the Additional Sewer Improvements on a schedule that is compatible with the schedule established by Mills for construction and opening of the Project. Tewksbury agrees to consult with Mills on the design specifications and the construction bidding process with respect to the Additional Sewer Improvements; provided, however, Tewksbury's decision on such matters shall be final and in Tewksbury's sole discretion. Mills agrees pay to Tewksbury pursuant to G.L. c. 44, s. 53A, or other mechanism mutually agreed upon by the parties, all costs and expenses in connection with designing and constructing. If Mills elects to request Tewksbury to make the Additional Sewer Improvements, Mills agrees to reimburse Tewksbury for all such costs and expenses incurred by Tewksbury therefor within thirty (30) days after receipt of an invoice.

Mills and Tewksbury acknowledge that Mills may wish to connect the Wilmington Development with the Tewksbury sanitary sewer system. Tewksbury agrees to cooperate with Mills, at Mills' sole cost and expense, to allow Mills may make such connections, subject, however to Tewksbury and the Town of Wilmington and the City of Lowell entering into an inter-municipal agreement satisfactory to Tewksbury in its sole and absolute discretion.

9. Irrigation. The public water supply shall not be used for any irrigation on the Property. If Mills determines to use groundwater as a source for such irrigation, before resorting to such use, Mills shall cause the groundwater to be tested and to cause a qualified expert to deliver a report to the Board of Health confirming that such groundwater contains no contaminants that would be harmful to public health if used for such purposes.

10. Location of Ring Road. As a condition to the issuance of a certificate of occupancy for any portion of the Project, Mills agrees to design and construct, at its sole cost and expense, a ring road encircling the Regional Retail Shopping Center (as defined in the Zoning Amendment) to be constructed as part of the Project (the "Ring Road") in accordance with the specifications for the construction of Subdivision Roadways in the Town of Tewksbury. No portion of the Ring Road shall be located within Conservation Easement Area described in Paragraph 1 of this Development Agreement. Upon completion of the Ring Road, and subject to approval by a majority vote of an Annual or Special Town Meeting and subject to all applicable law, Tewksbury agrees to accept the same as a town road, provided, that Mills furnishes Tewksbury with an agreement in form and substance reasonably acceptable to Tewksbury whereby Mills agrees to repair and maintain the Ring Road (including snow and ice removal therefrom) at Mill's sole cost and expense in manner consistent with the manner to which state roads are maintained from time to time in the Commonwealth of Massachusetts.

11. Easement to Tewksbury. Mills shall execute, acknowledge and deliver to Tewksbury such easement(s) and/or license(s) over, under and across the Property, and subject to approval by a majority vote of an Annual or Special Town Meeting and subject to all applicable law, Tewksbury shall accept such easement(s) and/or license(s) as may be reasonably required (i) to provide municipal utilities services to the Project as well as to the Wilmington Development, and (ii) to provide Tewksbury with reasonable vehicular access over and across the Property to access the Sutton Brook Disposal Site also known as the Rocco Landfill. Such easement(s) shall be presented for acceptance as a single matter and failure of the Town Meeting to accept either of them shall excuse Mills from the obligation to grant them. Such easement(s) and/or license(s) shall be approved as to form and content by counsel for Tewksbury and Mills. All rights granted to Tewksbury shall be exercised reasonably so as not to cause interference with the business of, or traffic serving, the Project. The easement(s) and/or license(s) shall contain provisions whereby Tewksbury agrees to be responsible for the release of any Hazardous Substance brought upon, stored or disposed of upon the Property by Tewksbury or any person or entity exercising rights under said easement(s) and/or license(s) under Tewksbury's authority. The term "Hazardous Substance" as used herein is defined to be any substance that constitutes or at anytime hereafter becomes regulated as "hazardous" or "toxic" or any similar designation under local, state, or Federal statutes or regulations. No certificate of occupancy shall be issued for any portion of the Project until such easement(s) and/or license(s) have been tendered to Tewksbury. In the event that Tewksbury shall require vehicular access over and across the Property to access the Sutton Brook Disposal Site (also known as the Rocco Landfill) prior to issuance of a certificate of occupancy with respect to any portion of the Project and following acquisition by Mills of fee title to the Property, Mills agrees that it shall execute, acknowledge and deliver to Tewksbury such easement(s) and/or license(s) granting temporary access over, under and across the Property as shall be reasonably required until such time as a certificate of occupancy shall be issued for any portion of the Project. Mills shall have the right, at Mills' sole cost and expense, to relocate said easement(s) and/or license(s) to other portions of the Property provided the functional nature of such easements is not materially affected thereby.

12. Use Limitation. Mills agrees that no "Adult Use Establishment" as defined in the Tewksbury Zoning By-law shall be permitted to operate on the Property. Mills further agrees that there will be no residential use of the Property, including a residential use authorized pursuant to G.L. c. 40B, incidental or subordinate to the principal use of the Project as a "Regional Retail Shopping Center" as defined in the Zoning Amendment.

13. Development Fee. Mills agrees to pay to Tewksbury the sum of One Million One Hundred Thousand (\$1,100,000.00) Dollars ("Development Fee") to reimburse Tewksbury for anticipated costs to be incurred by Tewksbury (either by way of direct or indirect personnel costs, out-of-pocket expenses or in retaining the services of third-party consultants) in connection with reviewing of construction plans and specifications, conducting inspections or tests of work performed or the performance of other like services required or desired by Tewksbury in connection with the initial construction of the Project (inclusive of tenant fit up work for which applications for building permits are made prior to 180 days following the issuance of the first certificate of occupancy for the Project) and related site improvements. The Development Fee shall be in lieu of all building permit fees, electric permit fees, plumbing and gas permit fees, plan review fees and inspection fees and/or testing fees and other like costs and expenses which would otherwise be payable by Mills with respect to construction and occupancy of the Project as well as any application fee, sewer connection fee or other like fee, which would otherwise be charged by Tewksbury for connecting to the public sanitary sewer system. It is understood and agreed by Mills that the aforesaid Development Fee is in addition to, and does not include (i) any other payments that Mills is obligated to make pursuant to this Development Agreement, (ii) documented costs of third-party consultants retained by Tewksbury in connection with the rezoning process and preparation of this Development Agreement, (iii) documented costs of third-party consultants retained by the Planning Board in connection with Mill's application for a Highway Corridor Special Permit or third-party consultants retained by the Conservation Commission in processing any application filed by Mills in connection with the Project (and, if applicable, the Zoning Board of Appeals and the Board of Health), or (iv) any application fee, water connection fee (whether for domestic or fire service) or other like fee which would otherwise be charged by Tewksbury for connecting to the public water system all of which shall be paid by Mills in addition to the Development Fee. The Development Fee shall be paid as follows: (i) Four Hundred Thousand (\$400,000.00) Dollars at the time of issuance of the foundation permit for the Project, (ii) Four Hundred Thousand (\$400,000.00) Dollars at the time of issuance of a building permit, and (iii) the balance thereof (subject to the offset referred to in the last sentence of this Paragraph 13) twelve (12) months following issuance of the building permit or upon issuance of a certificate of occupancy for any portion of the Project, whichever shall first occur. Notwithstanding the foregoing, Tewksbury has agreed that (i) the total costs incurred by Mills in designing and constructing the water improvements (or the amount of any contribution made by Mills to Tewksbury for the cost of designing and constructing the Municipal Storage Facility) all as set forth in Paragraph 8.A and 8.B. hereof, and the amount of any payment made by Mills to reimburse Tewksbury for the cost of making the Additional Sewer Improvements or in constructing private facilities to connect wastewater flow from the Property to the Tewksbury municipal sewer system as set forth in Paragraph 8.C. hereof, up to a maximum of Two Hundred Seventy Thousand (\$270,000.00) Dollars, may be offset by Mills against the Development Fee otherwise payable by Mills to Tewksbury hereunder.

14. Eminent Domain. In the event that it may become necessary and feasible for Tewksbury to take by eminent domain any land, easements or rights in land, within the Town of Tewksbury and not already appropriated for public use for the purpose of installing and maintaining municipal utilities as contemplated in Paragraphs 8 of this Development Agreement, and/or

installing and maintaining highway improvements to provide access to the Property, and/or for the purpose of fostering public safety by providing access to the Property by emergency vehicles other than by means of the presently existing public roadway system in the Town of Tewksbury, and, subject to the approval of the Annual Town Meeting or Special Town Meeting, Tewksbury shall take such land for such public purposes, then Mills (if Mills shall have approved such takings, which approval shall not be unreasonably withheld or delayed) shall reimburse Tewksbury for all costs incurred by it in such eminent domain proceeding, including, but not limited to, reasonable attorney's fees, and Mills further agrees to indemnify and hold Tewksbury harmless from all loss, damage and expense incurred by Tewksbury as the result of any such taking by eminent domain.

15. Skating Facility. Provided that the Project shall contain at least 700,000 square feet of Gross Leaseable Area (exclusive of the Skating Facility (as hereinafter defined)) and Mills is able to obtain the Approvals therefor, the Project shall include, and Mills shall construct and an indoor ice skating which shall have the dimensions of no less than the size of a regulation hockey surface and with the appurtenances typically found at public ice skating facilities and which shall be comparable in scope and range of the current facilities of the Ristuccia Rink in Wilmington (the "Skating Facility"). The extent of operational hours of the Skating rink shall be determined by Mills in its sole discretion. Mills agrees, however, that from the available operations hours, Mills shall reserve the following hours:

(a) Mills shall make available to the Tewksbury School Department 150 hours of ice time per year, so-called, for use by the School Department during the months of December, January and February of each year that such rink is open and in operation. Such ice time shall be scheduled by Mills in consultation with the School Department and will be reasonably consistent with the hours of the days rinks are utilized in the immediately surrounding area (Billerica, Lowell and Wilmington) (the "Immediately Surrounding Area") for such purposes. The cost of such ice time to the School Department shall be an amount equal to the then average hourly rate charged to rent comparable ice time in the Immediately Surrounding Area, with a reduction in the cost of such hourly rate of not less than 25%.

(b) Mills shall make available for use by residents of the Town of Tewksbury 150 hours of ice time per year, so-called, for open public skating time. Such ice time is to be scheduled by mills in consultation with the Recreation Department on the basis of 1.5 hours on each of two (2) days per week during each month of the year that the ice skating facility is open and in operation and will be reasonably consistent with the hours of the days rinks are utilized in the Immediately Surrounding Area for such purposes. The cost of ice time, so-called, shall be an amount equal to the then average hourly rate charged to rent comparable ice time in the Immediately Surrounding Area, with a reduction in the cost of such hourly rate of not less than 50%.

(c) Mills shall make available to the Tewksbury Youth Skating Association, or such other Tewksbury youth group or groups as Mills in its sole discretion may determine, 700 hours of ice time per year, so-called, for use by said entity or entities, as the case may be, for the purpose of promoting youth skating in Tewksbury. Such ice time is to be scheduled by Mills in consultation with the individual youth group or groups during each month of the year that the ice skating facility is open and in operation and will be reasonably consistent with the hours of the days rinks are utilized in the Immediately Surrounding Area for such purposes. The cost of ice time, so-called, shall be an amount equal to the then average hourly rate to rent comparable ice time in the Immediately Surrounding Area, with a reduction in the cost of such hourly rate of not less than 25%.

16. Conditions to Mill's Obligations. Except for (i) expenditures that Mills authorizes Tewksbury to make under Paragraph 9 hereof, (ii) any extraordinary costs incurred by Tewksbury in conducting the Town Meeting at which the Zoning Amendment and this Development Agreement are considered, (iii) legal fees incurred by Tewksbury in the negotiation of the Development Agreement or (iv) expenses of third-party consultants retained by Tewksbury to provide peer review of the plans and specifications of the Project (the "Special Obligations") or the installment of Development Fee due on the issuance of the foundation permit, or the grant of the Conservation Easement prior to the issuance of the foundation permit pursuant to Paragraph 1 (collectively, the "Foundation Permit Obligations"), Mills' obligations under this Development Agreement are expressly conditioned upon Mills first obtaining all required Federal, state and local permits and approvals necessary for the development of the Project, with all appeal periods having expired without an appeal having been taken, or if an appeal shall been taken, with all appeals having been resolved in favor of the issuance of the requested permits or approvals (collectively, the "Approvals"), including without limitation a Highway Corridor Special Permit. Notwithstanding the foregoing, the Approvals shall be treated as obtained for purposes of this Development Agreement when a building permit is issued for the Project and the appeal period applicable thereto expires without the filing of an appeal (or if an appeal has been filed, the same shall have been resolved in favor of the issuance of the same). The parties acknowledge that Mills has proceeded in good faith and with due diligence and Mills agrees to continue to proceed in good faith and with due diligence to obtain all such Approvals. Mills agrees to reimburse Tewksbury for the Special Obligations whether or not the Approvals are obtained within thirty (30) days after Mills receives the invoices therefor with reasonable detail of the expenditures made. The Special Obligations and, if a foundation permit shall have issued, the Foundation Permit Obligations shall survive the expiration or termination of this Development Agreement.

If, despite Mills' good faith and due diligence, Mills cannot obtain all such Approvals by the date that is five (5) years from the date of execution of this Development Agreement (the "Original Term"), then at Mills' sole option, Mills may elect by

REVISED DEVELOPMENT AGREEMENT:

giving written notice to Tewksbury of the exercise of such option not later than sixty (60) days before the expiration of the Original Term, either to (i) terminate this Development Agreement in which event this Development Agreement shall be of no further force and effect and shall be rescinded and terminated without recourse thereto by either party except for such obligations which expressly survive the expiration or termination of this Development Agreement, or (ii) extend the period for consideration and action in obtaining all such Approvals for an additional period of time not to exceed two (2) years (the "Extended Term"). If at any time during the Original Term or the Extended Term, Mills shall determine that the Project is not feasible, Mills may give written notice to Tewksbury thereof and terminate this Development Agreement in the manner and on the terms above provided.

Notwithstanding the foregoing, if all Approvals have not then been obtained by Mills by the expiration of the Extended Term this Development Agreement shall automatically expire without recourse to either party except for such obligations which expressly survive the expiration or termination of this Development Agreement.

17. Default and Notice.

A. By Mills. If Mills shall default in the performance of any term, covenant or condition of this Development Agreement, which default shall continue for more than thirty (30) days after written notice to Mills (or if such default shall be reasonably expected to take more than thirty (30) days to cure, said longer period of time), Tewksbury shall have the right to (i) terminate this Development Agreement; (ii) withhold any Approvals issued by Tewksbury; or (iii) exercise any other remedy available at law or in equity, including commencing an action for specific performance. Without limiting the foregoing, if Mills shall fail to pay any sum owed to Tewksbury within thirty (30) days after Mills receives an invoice from Tewksbury, such sum shall bear interest at the annual rate of 12% until paid in full. Tewksbury agrees that if, within ten (10) days after Mills receipt of a notice of a claim of default, Mills shall give notice to Tewksbury that Mills contests the same, then Tewksbury shall not have the right to exercise any of the foregoing rights in respect thereto until such claim shall have been finally adjudicated in such contest. Mills agrees to diligently prosecute any such contest and if such adjudication is in favor of Mills, then Mills shall be reimbursed its reasonable legal fees and other expenses in prosecuting such contest by Tewksbury; if such matter is determined adversely to Mills, Mills shall have thirty (30) days (or such longer period of time as shall be reasonable under the circumstances) to effect such cure and in addition thereto, Mills shall reimburse Tewksbury its reasonable legal fees and other expenses in defending any such contest.

B. By Tewksbury. If Tewksbury shall default in the performance of any term, covenant or condition of this Development Agreement, which default shall continue for more than thirty (30) days after written notice to Tewksbury (or if such default shall be reasonably expected to take more than thirty (30) days to cure, said longer period of time), Mills shall have the right to (i) terminate this Development Agreement; or (ii) exercise any other remedy available at law or in equity, including commencing an action for specific performance.

C. Notice shall be sent, in the case of Tewksbury, to Town Manager, with an address of Tewksbury Town Hall, Tewksbury, MA 01876, with a copy to Town Counsel and, in the case of Mills, to Attn: General Counsel, The Mills Corporation, 1300 Wilson Boulevard, Suite 400, Arlington, VA 22209. Any notice shall be in writing and shall be given by mailing the same by certified mail or registered mail, return receipt requested, postage prepaid, or by Federal Express, Purolator Courier, Emery Air Freight, U.S. Post Office Express Mail, or similar overnight courier which delivers only upon signed receipt of the addressee. The time of the giving of any notice shall be the time of receipt thereof by the addressee or any agent of the addressee, except that in the event the addressee or such agent of the addressee shall refuse to receive any notice, receipt shall be deemed to be the time of such refusal or the time of such delivery, as the case may be. Either party may change its notice address hereunder by sending notice in the manner set forth above to the other party hereto setting forth such change.

18. Ratification; Amendment. This Development Agreement shall not take effect or be effective unless ratified by a majority vote of an Annual or Special Town Meeting of the Town of Tewksbury. Upon such ratifying vote, this Development Agreement shall thereafter be administered and enforced on behalf of Tewksbury by its Board of Selectmen. Any amendment or modification to this Development Agreement which would waive or substantially modify a material term of this Development Agreement, such as subject matter, payment terms and contribution, quantity, quality, duration or the work to be done hereunder, as the same shall be determined by the Tewksbury Board of Selectman, shall require ratification by a majority vote of an Annual or Special Town Meeting.

19. Effective Date of Agreement. This Development Agreement shall be effective as of the date it shall be executed by both Mills and Tewksbury.

20. Severability. Tewksbury and Mills agree that if the Zoning Amendment is not adopted or if Tewksbury's adoption of the Zoning Amendment is determined to be invalid, illegal, or unconstitutional by the Attorney General of the Commonwealth of Massachusetts or by a court of competent jurisdiction (except for such a determination which applies only to a portion of the Zoning Amendment which does not materially impair the rights of Tewksbury or Mills hereunder) or there are amendments made to the Zoning Amendment which are objectionable to Mills, then the provisions of this Development Agreement and each of the agreements and documents referenced herein shall be null and void except for such obligations which expressly

REVISED DEVELOPMENT AGREEMENT:

survive the expiration or termination of this Development Agreement. In the event that any provision of this Development Agreement shall be determined to be invalid or illegal by a court of competent jurisdiction, such provision shall not affect the enforceability of the remainder of this Development Agreement, and shall be deemed to be omitted from this Development Agreement, and the remainder of this Development Agreement shall continue in full force and effect.

21. Miscellaneous:

- (a) This Development Agreement shall be deemed to have been executed within the Commonwealth of Massachusetts, and the rights and obligations of the parties hereto shall be construed and enforced in accordance with, and governed by, the laws of the Commonwealth of Massachusetts.
- (b) This Development Agreement is the entire agreement among the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous oral and written agreements and discussions.
- (c) This Development Agreement is binding upon and shall inure to the benefit of the parties hereto, their respective agents, representatives, officers, directors, divisions subsidiaries, affiliates, assigns, heirs, successors in interest, and shareholders.
- (d) This Development Agreement may be executed in counterparts, and when each party has signed and delivered at least one such counterpart, each counterpart shall be deemed an original, and, when taken together with other signed counterparts, shall constitute one agreement, which shall be binding upon and effective as to all parties.
- (e) This Development Agreement shall bind and inure to the benefit of and be enforceable by the parties and their respective successors and assigns and shall run with the land the Property. A notice thereof in the form attached hereto as Exhibit F shall be executed by Mills and Tewksbury and recorded with the Middlesex North Registry of Deeds upon adoption of the Zoning Amendment described herein.

[Signatures Follow]

This Development Agreement is made and entered into as a sealed instrument on and as of the date set out above and is effective as of that date.

TOWN OF TEWKSBURY

By:

Its Duly Authorized

THE MILLS CORPORATION

By:

Its Duly Authorized

EXHIBIT A

Legal Descriptions

Full Overlay District Description

Westerly Side of Interstate Route 93

Tewksbury Assessor's Map 109 Lots 76

Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2.

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26,24,23,22,21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

EXHIBIT B

New Zoning By-Law Amendment

PLANNING BOARD'S AMENDMENT:

To substitute in its entirety starting at the bottom of page 39 – a new zoning By-Law entitled Section 8500 Highway Corridor Overlay District.

Section 8500. HIGHWAY CORRIDOR OVERLAY DISTRICT

8501. Purpose. The purpose of the Highway Corridor Overlay District (hereinafter referred to as the HCOD District) is:

- (a) To promote and facilitate a development proposal for a Regional Retail Shopping Center that will be accessible only via an interstate highway without any connection to a public or private way within the Town of Tewksbury other than the Ring Road;
- (b) to facilitate integrated physical design and to encourage interaction among activities located within the HCOD;
- (c) To establish controls which will facilitate development while protecting the public interest by setting regulations which limit the aggregate amount of development within the HCOD and set other district wide requirements while permitting flexible development scale and configuration on individual lots within the HCOD.

8502. Definitions. The following definitions shall apply in the HCOD:

- (a) Accessory Uses and Structures: Uses and structures incidental and subordinate to the principal use of a Regional Retail Shopping Center, including the following:
 - i. Water tank to facilitate fire protection and domestic supply.
 - ii. Garage for automotive storage.
 - iii. Transformer station, substation, gas regulator station, or pumping station and related utility uses designed primarily to serve development within the District.
- (b) Frontage: In the HCOD for the development of a Regional Retail Shopping Center, frontage shall be computed without regard to the individual lots that may be created and shall be computed as if all adjacent lots constitute a single parcel. Such frontage shall be on (a) any internal site drive of any length (including a ring road); or (b) a public way which the Town Clerk certifies is maintained and used as a public way, or (c) a way shown on a plan heretofore approved and endorsed in accordance with the subdivision control law. Frontage shall be measured in a single, continuous, uninterrupted line along a street or streets. Notwithstanding any contrary provision in this Bylaw, vehicular access to an individual lot on the combined development area of the Regional Retail Shopping Center need not be obtained exclusively through the legal frontage of the individual lot.
- (c) Gross Leasable Area (GLA): Gross leasable area is the total floor area designed for tenant occupancy and exclusive use (including but not limited to basements, kitchens, restrooms, storage rooms, private corridors, stairways, areas devoted to kiosks or pushcarts, mezzanines and upper floors), expressed in square feet and measured from the centerline of interior walls or other interior tenant partitions and from outside wall faces. GLA does not include public or common areas; i.e., public restrooms, corridors, stairwells, elevators, lobbies or mall areas, nor does it include mechanical rooms, equipment and/or machine rooms or mechanical chases.
- (d) Library: A facility for the storage of books, films, manuscripts, videos, records and similar materials whose purpose is to allow free public use of said materials.
- (e) Museum: A use which entails the display of educational, scientific, or historic and similar materials open to the public, and nonprofit in its operation.
- (f) Regional Retail Shopping Center: A group of retail, service and/or consumer oriented establishments the maintenance of which is under common management and having at least 500,000 square feet of gross leasable area, but not more than 805,000 square feet of gross leasable area, and 1.2 million square feet of gross building area. The Regional Retail Shopping Center shall be located in a single structure (excluding accessory parking structures and other accessory structures) and may be on single or multiple contiguous lots within the HCOD.
- (g) Ring Road: A private or public way encircling the Regional Retail Shopping Center, with public access ways connecting thereto.

8503. Overlay District. The HCOD is an overlay district superimposed on all underlying zoning districts. All uses permitted by right or by special permit in the pertinent underlying zoning district shall be similarly permitted in the HCOD subject to the

provisions of this Section. Where the HCOD authorizes uses not otherwise allowed in the underlying district, the provisions of the HCOD shall control.

8504. Location. The HCOD shall be defined as those portions of the Town of Tewksbury located on the Westerly Side of Interstate Route 93 and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, being further described as follows:

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26,24,23,22,21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

8505. Concept Plan. Prior to the application for approval of any special permit for a Regional Retail Shopping Center, (hereinafter HC-SP), a preliminary plan called for purposes of this Section 8500 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of this HCOD and shall include: (a) a preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, changes in grading and topography, parking, landscaping, roads, walkways and access ways, open space, and wetlands; (b) a preliminary utilities plan showing the proposed location and types of water, wastewater and stormwater facilities, including hydrants; (c) a preliminary lighting plan; (d) a preliminary sign plan; and, (e) preliminary subdivision plan(s), if applicable. The Planning Board may solicit public comment on the Concept Plan. Any comments of the Planning Board on the Concept Plan shall be advisory in nature only and shall be without binding effect on either the Planning Board or the Applicant.

8506. Time Limit. Until such time as a special permit (HC-SP) is issued for a Regional Retail Shopping Center, the restrictions of the underlying zoning shall solely govern the use and development of the property comprising the HCOD. At the time of the issuance of a certificate of use and occupancy for the Regional Retail Shopping Center, the underlying zoning shall no longer be applicable in the HCOD. If no such special permit is issued, however, within eight (8) years after the date of enactment of this by-law by Town Meeting, or, in the alternative whichever is sooner, if that certain Development Agreement dated as of May 4, 2004 between the Town and Mills Corporation (a copy of which is available for inspection in the office of the Town Clerk) is terminated and written notice thereof is provided to the Town Clerk, the provisions of this HCOD by-law shall expire, and, in such event, the underlying zoning in effect on the date of adoption of this bylaw shall govern the use of the property described in Section 8504

8507. Special Permit Required. The development of a Regional Retail Shopping Mall within the HCOD shall require the issuance of a Highway Corridor Special Permit (HC-SP) by the Planning Board. An application for a HC-SP shall be on a form provided by the Planning Board and shall be submitted in accordance with the rules and regulations of the Planning Board for an HC-SP.

8508. Dimensional Requirements. For a Regional Retail Shopping Center to be eligible to apply for a HC-SP, the following dimensional requirements shall apply in lieu of any other contrary dimensional requirements contained in this By-Law:

- (a) Minimum Area. The parcel or set of contiguous parcels containing the Regional Retail Shopping Center for which the HC-SP is requested shall not be less than eighty (80) acres prior to any dedication of any portion of said parcel or set of contiguous parcels for purposes of, by way of example only, public or private ways, and common or open space areas. All of said eighty (80) acre parcel shall be located exclusively in the Town of Tewksbury and shall be comprised of the HCOD in its entirety.
- (b) Maximum Lot Coverage. The total lot coverage by structures and impervious surfaces shall not exceed fifty-five (55%) percent of the HCOD in its entirety.
- (c) Minimum Frontage. The minimum frontage shall be 150 feet for the contiguous combined area of the Regional Retail Shopping Center.
- (d) Building and Parking Setbacks. The principal structure containing the Regional Retail Shopping Center and all associated parking shall be placed within the Ring Road. No accessory use or structure shall be located within 50 feet of any boundary of the HCOD.
- (e) Maximum Building Height. No building shall exceed more than two (2) stories and sixty (60') feet in height above grade plane; provided, however, that forty percent (40%) of the building may be three (3) stories and eighty (80)

feet in height above grade plane. Greater height may be allowed by a separate special permit. Fill shall be limited in depth to the minimum amount required to comply with the Stormwater Management Policy of the Commonwealth's Department of Environmental Protection (DEP). This definition excludes penthouses, bulkheads and other allowable super-structures above the roof line.

- (f) **Maximum Building Coverage.** The maximum building coverage of any legal subdivided lot within the HCOD Project shall be permitted to have up to a maximum building coverage of one hundred (100%) percent provided that the maximum lot coverage for the project is not exceeded. For purposes of this Section 8500, land use principally dedicated for a coordinated, integrated retail use such as a Regional Retail Shopping Center, shall be deemed to be one lot for density regulation and parking purposes notwithstanding that legal ownership in the land is divided, by lease, in fee or otherwise, among two or more owners.

8508.1 **Use Regulations.** Within a Regional Retail Shopping Center, the uses available shall be as set forth in the HCOD Table of Uses Available in a Regional Retail Shopping Center, which follows Section 8516 (HCOD Table). There shall be no restriction on combining different categories of use as of right within a Regional Retail Shopping Center other than those imposed by the State Building Code or other federal, state or local regulations. Retenancing within the Regional Retail Shopping Center shall be allowed as of right, where such retenancing complies with such HCOD Table, or by special permit where allowed in compliance with such HCOD Table.

8509. **Parking and Loading Standards.** The following parking and loading standards shall apply in the HCOD:

- (a) **Location.** All parking shall be provided within the Ring Road.
- (b) **Minimum Parking Ratio.** Parking spaces shall be provided at the rate of not less than 4.8 parking spaces per one thousand (1,000) square feet of gross leasable area (GLA).
- (c) **Minimum Parking Dimensions.** Standard parking spaces shall be nine (9.0') feet wide by eighteen (18') feet deep.
- (d) **No Backing.** Parking and loading areas shall not require vehicles to back onto an access way or the Ring Road.
- (e) **Screening.** All loading areas and parking areas for ten (10) or more cars shall provide screening in accordance with Section 5000.

8510. **Performance Standards.** The development of a Regional Retail Shopping Center in the HCOD shall comply with the following performance standards:

- (a) **Sidewalks.** Concrete sidewalks are required within the HCOD where necessary for safe pedestrian access and circulation. There shall be a marked pedestrian aisle at each entrance to the building served by the parking lot. Sidewalks must be constructed in accordance with the Planning Board's Subdivision Rules and Regulations and in accordance with the regulations of the Massachusetts Architectural Access Board.
- (b) **Landscape Buffer Area.** Whenever required by the Planning Board pursuant to the provisions of Section 5400 and this Section 8510, a landscaped buffer area shall consist of natural and intact vegetation or a landscaped strip and may include fences, walls or berms, which shall serve to provide an effective year round visual screening at the time of installation.

The following additional requirements shall pertain to all landscape buffer areas located in the HCOD:

- i. Driveways or other private ways necessary for access and egress to and from the tract for emergency access purposes may cross such buffer areas.
 - ii. No vegetation in a buffer area will be disturbed, destroyed or removed, except for construction of and/or normal maintenance of structures and landscapes approved as part of the project.
 - iii. The Planning Board may waive the buffer requirement of Section 5400 when it determines that a smaller buffer (or no buffer) will suffice to accomplish the objectives set forth herein.
 - iv. A landscape buffer area may be used for passive recreation; it may contain pedestrian, bike or equestrian trails, provided such use does not reduce the effectiveness of the buffer area as year round visual screen. No other uses are permitted in landscape buffer areas.
 - v. Wastewater and stormwater management systems serving the HCOD District may be located within the landscape buffer areas.
 - vi. All plant materials required by this Section and Section 5400 shall be maintained in a healthful condition. Dead limbs refuse and debris shall be promptly removed. Dead plantings shall be replaced with new live plantings at the earliest appropriate season. Bark mulch and non-plant ground surface materials shall be maintained so as to control weed growth.
- (c) **Outdoor Lighting.** The key to effective lighting design and outdoor lighting codes is to define the lighting equipment and design criteria that minimize the causes of sky glow, light trespass and glare while providing a

comfortable, visually effective, energy efficient and safe / secure outdoor environment. Therefore, outdoor lighting fixtures utilized for lighting parking areas, sidewalks, roadways (except as herein provided), buildings and structures, and recreation and landscape areas shall be designed to improve safety, and to minimize glare and light trespass. All outdoor lighting fixtures except those with an initial output less than 5,000 lumens shall be Semi-Cutoff, Cutoff or Full Cutoff (as defined by the Illuminating Engineering Society of North America's (IESNA) standards to the maximum allowed under the Massachusetts Energy Code) and shall be installed and maintained in such a manner as to be horizontal to the ground so that the cutoff characteristics of the fixture are maintained. Beyond the cutoff requirements set forth herein, all light fixtures shall be located, aimed or shielded so as to minimize light trespass and glare across property boundaries.

No outdoor lighting shall be installed to exceed the maximum maintained luminance levels as recommended by the IESNA for the designated activity. When no maximum level is defined by IESNA, no lighting shall be installed to exceed 400% of the minimum maintained luminance levels as recommended by the Illuminating Engineering Society of North America (IESNA) for the designated activity so as to obtain a uniform luminance level ratio of 4:5. Spacing of poles shall be designed such that the luminance on the ground is uniform to the greatest extent practicable.

The lighting of building facades is allowed and Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.

The following are exempt from the provisions hereof:

- i. The lighting of flags - Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.
- ii. Emergency lighting, used by police, firefighting, or medical personnel, or at their direction for as long as the emergency exists.
- iii. Temporary lighting, such as that used at construction sites or other uses of a temporary nature. However temporary lighting shall be aimed so as to minimize glare and light trespass to adjacent properties and turned off upon the completion of the project.
- iv. Lighting for Town, State or Federal roadways.

Light pole and all fixture types shall not exceed forty-five (45') feet in height above the average grade around the structure.

Waivers from these provisions may be granted by the Planning Board upon documentation that meeting specific provisions hereof would result in an unsafe condition, impede normal operations or inflict undue financial hardship.

- (d) **Reduced Lighting Levels.** Lighting levels shall be reduced to security levels within one (1) hour after the close of business or the end of the business activity. Sufficient security lighting shall be permitted at all times.
- (e) **Solid Waste Storage.** Any accessory receptacle or structure with holding capacity of at least one hundred (100) cubic feet for temporary storage of solid or liquid waste materials, including garbage, rubbish, junk, discarded bulk items and similar waste items shall be screened from all adjacent premises and streets from which it would otherwise be visible in accordance with this By-Law.
- (f) **Street Width.** The Ring Road shall have a paved surface width of not less than thirty (30') feet and a minimum travel way width of twenty-eight (28') feet. Berming or curbing shall be provided in accordance with the standards of the Planning Board's Subdivision Rules and Regulations.
- (g) **Stormwater Management.** Stormwater management facilities shall comply with the Stormwater Management Policy of the DEP and the standards of the Planning Board's Subdivision Rules and Regulations.
- (h) **Emergency / Public Safety Access.** Access to the HCOD site locus from any abutting public or private way, other than the access or Ring Road, so-called, or by means of such other access way not normally open to vehicular traffic, shall be permitted only for the express purpose of allowing emergency and or public safety vehicular access to the HCOD, notwithstanding the underlying zoning district within which such way is located. Such access shall be subject to the reasonable satisfaction of the Tewksbury Fire Department and the Tewksbury Police Department.

8511. **Signs.** This By-Law is adopted for the regulation and restriction of billboards, signs and other advertising devices within the Town on public ways or on private property within public view of a public way, public park or reservation in order to protect and enhance the visual environment of the Town and the safety, convenience and welfare of its residents.

- (a) **Permit Required.** No sign shall be erected, refaced or enlarged until a permit is issued by the Sign Officer, except as otherwise provided herein. An application for a permit shall be made on forms furnished by the Sign Officer

containing such information, including photographs, plans and scale drawings, as he/she may require. Such permit shall be issued only if the Sign Officer determines that the sign complies or will comply with all applicable provisions of this By-Law. A schedule of fees for such permits may be determined from time to time by the Board of Selectmen.

- (b) **Sign Officer.** The Building Commissioner is hereby designated as the Sign Officer and is hereby charged with the enforcement of this By-Law. The Sign Officer and his duly authorized agents shall, at reasonable times and upon presentation of credentials, have the power to enter upon the premises on which any sign is erected or maintained in order to inspect said sign.
- (c) **Exemptions.** The provisions of this section shall not apply to:
 - (i) Temporary signs;
 - (ii) Building numbers;
 - (iii) Public utility identification markings;
 - (iv) Signs or markers required or erected by local, state or federal government;
 - (v) Directional signs not exceeding 150 square feet;
 - (vi) Directional markers not exceeding four (4) square feet, such as arrows or entrance and exit markings;
 - (vii) Any sign limited solely to directing traffic or providing direction or setting out restrictions on the use of parking areas, or designating loading areas, and not exceeding four (4) square feet in area per face.
- (d) **Standards.** All signs shall conform to the following standards.
 - (i) **Movement.** No sign shall contain any moving, flashing or animated lights or visible moving parts. A sign consisting solely of indicators of time and/or temperature or of an automatically changing message shall be permitted only upon the issuance of a special permit by the Planning Board.
 - (ii) **Illumination.** No sign shall be illuminated between the hours of 1 A.M. and 6 A.M. unless, in the case of an accessory sign, the premises on which it is located are open for business. Signs may be illuminated only by the following means:
 - 1. By a white steady stationary light of reasonable intensity shielded and directed solely at the sign.
 - 2. By an interior light of reasonable intensity or by neon gas-filled tubes.
 - 3. Neon lights are prohibited on free-standing signs.
- (e) **Electrically Operated Sign.** No sign permit shall be issued for an electrically operated sign until the local wiring inspector has issued a permit therefore. Such permit shall be issued only if the proposed sign complies with all requirements and recommendations of the National Electrical Code and Massachusetts Electric Code.
- (f) **Color.** No sign shall contain red or green lights if such colors would, in the opinion of the Police Chief, constitute a safety hazard.
- (g) **Tethered / Floating Devices.** Tethered floating or inflated devices of any kind, and banners are prohibited where intended to serve as a sign.
- (h) **Accessory Signs.** Accessory signs which are permitted in the Business, Commercial and Industrial Districts may be permitted in the HCOD.
- (i) **Attached Signs.** Attached signs may be erected if firmly affixed to the building. The sign shall not project beyond the face of any other wall of the building or above the highest point of the eave. The sign shall not project more than twelve (12) inches from the face of the wall to which it is attached.
 - (i) The height of each wall mounted Anchor Store Building Sign shall not exceed six (6') feet in height and 350 square feet of sign area. The aggregate length of all such Anchor Store Building Signs shall not exceed in the aggregate seventy-five (75%) percent of the length of the store wall.
 - (ii) If a store has a direct entrance in a wall other than the store front, there may be secondary Anchor Store Building Signs affixed to such wall not to exceed six (6') feet in height, and 350 square feet of sign area, and the aggregate length of all such Anchor Store Signs shall not exceed fifty (50%) percent of the maximum permissible length of the signs on the store front.
 - (iii) One attached wall mounted entry sign per building entrance not to exceed a maximum height of six (6') feet in height and 300 square feet of sign area.
- (j) **Standing signs.** Standing signs may not be erected within fifteen (15) feet of any street lot line or ten (10) feet of any side lot line. Standing signs are limited to the height set forth below to be measured from the nearest pavement

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grade to the top of the sign structure. Standing signs may be double faced; however, the permitted area will be measured on one side only.

- (i) One (1) free standing Reader Board sign not greater than twenty-five (25) feet in height and not to exceed two (200) square feet of sign area per face.
- (ii) One (1) free standing sign at each entrance, but not more than three (3) such signs. Each such sign shall be not greater than sixty (60) feet in height, and may be a maximum of two (200) hundred square feet per face.
- (k) Awnings. Awnings used as signs shall not project more than thirty-six (36) inches from the face of the wall to which it is attached. The signage on the awning must comply with the size requirements of this Section.
- (l) Special Signs. Signs painted or placed on the inside of the glass of a window shall be permitted, provided that the aggregate area of such sign does not exceed 30 percent of the area of the window glass.
- (m) Temporary Signs. Temporary signs which comply with these By-Laws shall be permitted (other than a temporary sign placed in a window).

Temporary signs which do not comply with these By-Laws may be authorized by a special permit by the Board of Selectmen for private, nonprofit charitable organizations.

8512. Landscaping, Screening and Buffer Requirements. All landscaping, screening and buffer requirements that are requirements in the Commercial (COM) District pursuant to the provisions of Section 5400, Landscaping, Screening and Buffer Requirements, shall also apply in the HCOD District and shall be in addition to those requirements set forth herein under Section 8510(b).

8513. Special Permit Decision. The Planning Board may approve, approve with conditions, or deny an application for a HC-SP, where the Regional Retail Shopping Center complies with the dimensional requirements, parking and loading requirements, and performance standards set forth herein, and after consideration of the criteria set forth in Section 9490 and the following:

- (a) Impact of the Regional Retail Shopping Center on the environment (land and water resources, air quality), public utilities, and traffic safety;
- (b) Impact of the Regional Retail Shopping Center on the economy of the Town, including employment opportunities, contributions to tax base and impact on property values;
- (c) Impact of the Regional Retail Shopping Center on neighborhood character.

8514. Special Permit Conditions. It shall be a condition of any HC-SP that the applicant shall comply with the commitments made by the developer to the Town contained in that certain Development Agreement dated as of May 4, 2004 between the Town and Mills Corporation (a copy of which is available for inspection in the office of the Town Clerk). In addition to the conditions of said Development Agreement, where the Planning Board grants a HC-SP with conditions, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including, but not limited to, those set forth in Section 9491 and the following:

- (a) If circumstances so warrant, to impose conditions regarding hours of operation, delivery times, and lighting schedule;
- (b) Approved Special Permits and Site Plans shall be recorded in the North Middlesex Registry of Deeds prior to the issuance of any building permits or the start of any construction on site;
- (c) The Planning Board, or its representative, shall have the authority to make inspections during the construction process. All drainage installed on the site shall be inspected and approved by the Planning Board's Consulting Engineers. In the event that the developer does not comply with conditions set forth in the HC-SP, said Special Permit may be modified or revoked after a public hearing held by the Planning Board. The owner of the property shall be responsible for the maintenance and upkeep of the on-site drainage system;
- (d) All development within the approved site shall be conducted in accordance with plans approved by the decision of the Planning Board and with all statutes, laws, rules, and regulations of the Commonwealth of Massachusetts and the Town of Tewksbury.
- (e) If circumstances so warrant, to impose conditions of compliance with recommendations of the Planning Board with regard to ingress and egress to the site locus for emergency and/or safety vehicle purposes.
- (f) If circumstances so warrant, to require continued monitoring of off-site impacts to traffic safety and the environment in site locations immediately abutting the site locus of the HCOD development;

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- (g) If circumstances so warrant, to require additional plantings within the site upon review of the as-built plan and after an on-site inspection. The developer shall be required to add more plantings if desired by the Planning Board. This condition, if imposed, must be satisfied prior to any formal release issued by the Planning Board.
- (h) If circumstances so warrant, to require that the property owner shall be responsible for maintenance of the building and landscape area surrounding and abutting any building on site.

8515. Relation to Other Requirements. The submittals and special permit of this section shall be in addition to any other requirements of the Subdivision Control Law to the extent that the site or any portion thereof is approved as a subdivision thereunder.

8516. Inapplicability of Certain Other Regulations. Where this Section 8500-8516 specifies some standard or makes some other requirement contrary to a requirement elsewhere in this Zoning Bylaw, the provisions of this Section 8500-8516, as may be amended from time to time, shall prevail.

TABLE OF USES AVAILABLE IN REGIONAL RETAIL SHOPPING CENTER

	USES	
A.	RESIDENTIAL USES	
1.	Single-family dwelling	N
2.	Two-Family dwelling	N
3.	Multi-family dwelling	N
4.	Multi-family dwelling/55	N
5.	Community Development Project	N
6.	Cluster Development	N
B.	EXEMPT AND INSTITUTIONAL USES	
1.	Use of land or structures for religious purposes	Y
2.	Use of land or structures for educational purposes on land owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic or by a religious sect or denomination, or by a nonprofit educational corporation	Y
3.	Child care facility in existing building	Y
4.	Child care facility in new building	Y
5.	Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture on a parcel of more than five (5) acres in area	Y
6.	Facilities for the sale of produce, and wine and dairy products on exempt agricultural sites	Y
7.	Cemeteries, private	N
8.	Municipal parks and playgrounds	Y
9.	Other municipal facilities	Y
10.	Essential services	Y
11.	Water towers and reservoirs	Y
12.	Hospital	N
C.	COMMERCIAL USES	
1.	Nonexempt farm stand for wholesale or retail sale of products	N
2.	Nonexempt educational use	N
3.	Nonexempt agricultural use	N
4.	Animal clinic or hospital; kennel	N
5.	Personal service establishment	Y
6.	Funeral home	N
7.	Hotel/motel	N
8.	Bed and Breakfast	N
9.	Retail food or drug store	Y
10.	Retail sale of alcoholic beverages	Y
11.	Retail sales not elsewhere set forth	Y
12.	Motor vehicle, motorcycle, trailer, snowmobile, or boat sales and rental	N

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	USES	
13.	Motor vehicle light service; Motor vehicle general and body repair	N
14.	Car wash	N
15.	Garage for automotive storage	Y
16.	Limousine, taxicab or livery business	N
17.	Automotive stereo systems installations	PB
18.	Restaurant	Y
19.	Restaurant, fast- food or drive-through	Y
20.	Business or professional office	Y
21.	Freestanding ATM or kiosk for public use	N
22.	Adult day care	N
23.	Indoor commercial recreation; provided, however, that such use shall not Exceed 30% of the GLA without authorization by a separate special permit of the Planning Board	Y
24.	Outdoor commercial recreation	PB
25.	Membership club, civic, social, professional or fraternal organization	N
26.	Adult use establishment	N
27.	Wireless Communications Facility	N
28.	Airport, airfield or airstrip	N
29.	Mobile parked food service	N
30.	Itinerant roadside vending	N
31.	Massage parlor	N
32.	Major Commercial Project	NOT APPLICABLE
33.	Massage Therapy (Licensed)	N
34.	Garaging or parking of one light commercial vehicle. (Accessory use only)	Y
35.	Garaging or parking of two light commercial vehicles. (Accessory use only)	Y
36.	Garaging or parking of three or more light commercial uses (Accessory use only)	Y
37.	Garaging or parking of one heavy commercial vehicle (Accessory use only)	Y
38.	Garaging or parking of two or more heavy commercial vehicles (Accessory use only)	Y
39.	Drive-through facility	PB
40.	Casino, gambling facility	N
D.	INDUSTRIAL USES	
1.	Removal of loam, sand or gravel	N
2.	Research laboratories, manufacture of equipment, electronics industry, assembling of electrical appliances	N
3.	Welding shop	N
4.	Machine shop	N
5.	Stone or monument works	N
6.	Ceramic products manufactured by electrical kilns	N
7.	Manufacturing	N
8.	Manufacturing, Light	N
8.	Sale of products at retail manufactured on the premises	N
9.	Wholesale, warehouse, self-storage mini-warehouse, or distribution facility	N
10.	Farm supply warehouse	N
11.	Heating fuel storage and sales	N
12.	Contractor's yard or landscaping business	N
13.	Junkyard or automobile salvage yard	N
14.	Transportation or freight terminal	N
15.	Truck stop	N
16.	Steel Fabrication	N

EXHIBIT C

Legal Description of Conservation Easement Area

Beginning at a point on the southerly line of land of now or formerly Perkins Development Trust, being shown as Lot 26 on Tewksbury Assessor's Map 115, said point being

N 60° 22' 23" E a distance of 27.29 feet, more or less, from a stone bound at said Perkin's southwest corner of said Lot 26, thence; N 60° 22' 23" E a distance of 600 feet, more or less, by said Perkins land to a point at the southwest corner of land of now or formerly Kevin D. & Beverly D. Keele, being shown as Lot 24 on Tewksbury Assessor's Map 115, thence;

N 65° 42' 04" E a distance of 823.58, more or less, along the southerly line of Lots 23, 22, 21, and 20 as shown on Tewksbury Assessor's Map 115 and along the southerly line of Lot 13 as shown on Tewksbury Assessor's Map 116, to a point on the westerly line of Interstate Route 93, said point being the northeast corner of land currently assessed to Sonja M. berg, and shown as Lot 2 on Tewksbury Assessor's Map 115, thence; S 06° 49' 55" W a distance of 701.69 feet, more or less, through said Lot 2, to a point, thence; S 54° 17' 56" W a distance of 462.00 feet, more or less, through said Lot 2 and continuing through other land of now or formerly Perkins Development Trust, being shown as Lot 76 on Tewksbury Assessor's Map 109, thence; Southwesterly, Westerly and Northwesterly, by a curved line to the right, having a radius of 600 feet, a curved distance of 887.03 feet, more or less to the point of beginning.

Said Buffer Zone being shown on a plan entitled "Proposed Development Agreement Plan – Jennie's Way, South Street and Route 93 – Tewksbury & Wilmington, Massachusetts – prepared for The Mills Corporation" dated March 15, 2004 prepared by Cuoco & Cormier Engineering Associates, Inc.

EXHIBIT D

Traffic Improvements

MEMORANDUM

TO: Steven Sadwick, AICP
FROM: Douglas C. Prentiss, P.E., P.T.O.E. and Nicholas M. Fomenko
DATE: March 15, 2004
RE: Traffic Review of Retail Mall Development JNEI Project # 4716

INTRODUCTION

Judith Nitsch Engineering, Inc. (JNEI) has been retained by the Town of Tewksbury to provide transportation peer review assistance to the Town, through the Mills Study Committee, for the retail mall proposed by the Mills Corporation. As currently planned, the Mall is to consist of 750,000 gsf and two hockey rinks are to be included as well. The site is located in Tewksbury on the west side of I-93 between Exits 41 (Route 125) and Exit 42 (Dascomb Road). The Mall is a component of a larger master planning use related to the proposed Lowell Junction interchange along I-93. This memo is intended to summarize our findings of the recent Traffic Impact Study 1, which was undertaken to summarize preliminary analysis of the Mall's traffic impacts on local Tewksbury streets. Other key documents that were available for our review to gather a local and technical perspective of review activity include:

Interstate 93 Corridor Traffic Study; VHB: October 2003;

Hajek Associates memorandum or letter to Mills Study Committee; January 9, 2004;

Hajek Associates memorandum or letter to Mills Study Committee; January 27, 2004;

TEC Memorandum to Hajek Associates; January 30, 2004;

TEC Memorandum to Steven Sadwick; February 5, 2004;

TEC Fax reference, dated March 9, 2004 to Wells & Associates, LLC memorandum; January 19, 1998;

TEC e-mail, reference to graphic trip generation comparison of Mills Center to Institute of Transportation Engineers data; March 9, 2004.

There were letters and other materials that were in our possession, but for this review, our scope was clearly identified.

I-93 CORRIDOR STUDY

As noted above, one document that was reviewed was the Corridor Study, which presented four different alternates for a new Lowell Junction interchange servicing the east and west sides of I-93 in Tewksbury, Andover, and Wilmington between Exits 41 and 42. Following the public availability of the Corridor Study, TEC developed a "fifth interchange alternative," which has been presented in the local forum, been adopted by the Tewksbury Selectmen, and is a phased program of the master plan for the new interchange connections.

Essentially the program is as follows:

Phase I – Economic Development Project

A roadway connection is created from Ballardvale Street in Wilmington, across the Haverhill Commuter rail line to Burt Road in Andover providing better access to existing developments and other vacant parcels.

Phase II - Supporting Infrastructure

A frontage road is to be constructed parallel to the Haverhill Commuter Rail line connecting to Burt Road and better access to Gillette and parcels to the south in Andover.

Phase III - Interstate Remaining Supporting Infrastructure

An intermodal transportation center is proposed and new access/egress ramps are proposed along the northbound side of I-93. In addition, a new on/off ramp configuration is proposed on the southbound side of I-93 with overpass connections to Burt Road in Andover and the frontage road noted in Phase II. This phase completes Lowell Junction interchange and provides potential connections to the Mills retail mall development site and the Sutton Brook landfill clean up site in Tewksbury. The major benefit

of this alternative is that there are no direct connections to the Tewksbury street system, other than an emergency connection via South Street. It is the intent of this memo to assess the impacts of the Mills project on the local Tewksbury street system, with the Lowell Junction Interchange in place.

REPORT FINDINGS

Prior to undertaking the study, TEC representatives met with Town staff and JNEI on February 5, 2004 to discuss scope of the traffic study and outline procedures for completing the study. During the process of the study, TEC was in constant contact with JNEI to check weekday AM and PM peak hour traffic data methodologies and assumptions, future traffic growth consideration, vehicle trip generating characteristics, and overall analysis procedures. For a retail project, typically the week day PM peak hour and the Saturday mid-day period is studied. For this feasibility assessment, the weekday AM and PM peak hours were considered, which is acceptable for this type of study. Typically Saturday mid-day periods are analyzed also. In general the study was completed according to standard traffic engineering guidelines. We noted the following:

1. New and recently-collected traffic data was seasonally adjusted and compares well with Town historical data;
2. Traffic networks were not balanced, which is acceptable for this level of study;
3. Traffic from specific background development projects were not included in the future year analysis but a 2% annual increase was used to account for traffic on local streets as a result of project build-out along the I-93 corridor. This is reasonable;
4. Project vehicle trip generation was estimated using ITE data (for the retail mall) and data from another consultant for the two hockey rinks. This data seems reasonable. Questions arose in the public forum about a Mills destination mall and this will be address in a later section of this memo;
5. TEC had the benefit of hiring the Merrimack Valley Planning Commission to use the transportation model (used in the I-93 Corridor Study) for assigning vehicle trips through out the Tewksbury street network. Typically traffic assignment data is checked for validity and input parameters, but JNEI was not privy to this information and methodology. However, based on the layout of the Tewksbury street network, the Mall roadway design, configuration of the Lowell Junction interchange, primary east-west travel corridors in Tewksbury, proximity of the mall and competing retail centers; the 8% of mall related-traffic onto the Tewksbury street network seems very reasonable;
6. For the four study area intersections, there is no unacceptable degradation in level of service (LOS). JNEI concurs with these results, but we do note there is a drop in level of service as a result of the Mills project at East Street/Shawsheen Street (LOS B to LOS D) in the PM peak hour;
7. A new signalized intersection improvement is assumed to be in place at the East Street/Shawsheen Street intersection. Questions occur as to who is designing this improvement, how is the project being funded, and who is responsible for the construction managements aspects of the improvement. To further complicate project initiation, the intersection is at the border of the Andover/Tewksbury town line;
8. Minor recommendations were presented in the study that included a gated access to South Street for emergency vehicles, considerations for providing shuttle service from the proposed MBTA multi-modal facility, and provisions for bicycle and pedestrian connections to South Street. These measures do very little to address the traffic impacts of mall-related trips on local streets. Thus the section below will address improved mitigation measures for the local street system; and
9. Peak hour traffic increases at the study area intersections are estimated to be 2% - 8% from the 2008 No Build to 2008 Build conditions. This results in a 16% - 24% increase in traffic over existing conditions. JNEI concurs with these estimates.

ALTERNATE TRIP GENERATION

JNEI reviewed the fax materials provided of the Mills Malls versus ITE data. Wells & Associates LLC completed a trip generation monitoring study in 1998 that compared ITE and Mills trip generation data. Data were provided for both the PM peak hour and for the daily (24-hour) basis. Based on this information, the Mills data is 19% - 21% less that ITE on a daily and peak hour basis, respectively. Thus the traffic estimates provided in the TEC study using ITE data, is conservatively high in assessing Mall impacts.

RECOMMENDED MEASURES

Since the Mills retail development with under go a Massachusetts Environmental Policy Act (MEPA) and Massachusetts Highway Department review, the project's impacts along I-93 and Route 38 (a State highway) will be addressed. Noted below are recommended measures to improve traffic operations, enhance safety and provide better mobility on local Tewksbury streets:

East Street/Shawsheen Street – provide full 25% engineering design plans for the anticipated upgrade of this intersection. The design should include full topographic survey for project limits that extend a minimum of 800 feet outward from the center of the intersection on all approaches. Design should be based on future traffic volumes from other area developments (plus normal

growth) and clearly phased (number of lanes, etc.) to accommodate area build-out and mall-related traffic. Traffic signalization is likely. Considerations should be given to identifying the town boundary, eliminating sight distance restrictions, adding turn lanes, improving geometry and alignment, and possible expansion of the T-type intersection in the future such as a 4-way intersection.

Intersection Upgrades – undertake intersection upgrades at the following locations: Shawsheen Street/Ballard Street, Shawsheen Street/Old Shawsheen Street/Memorial Drive, Shawsheen Street/Old Shawsheen Street, Mohawk Drive. These upgrades should include design documents (if necessary) and intersection reconstruction. The improvements should involve improved signing and pavement markings, upgraded signal equipment (at Ballard Street), sight distance enhancements (vegetation cut back or roadway flattening or straightening). All improvement measures should be completed within the public right-of-way.

East Street/Maple Street – Develop 100% design plans and reconstruct and re-align within the right-of-way this intersection to form a more 90-degree T-type intersection to enhance operational safety.

East Street/Livingston Street – Conduct a study to determine the traffic operating needs of this intersection. With recommendations approved by the Town, developed design plans (if needed) and re-construct and upgrade this intersection to provide safety enhancements at this intersection.

Route 38/Salem Street, Route 38/South & Salem Street/South Street – Conduct an in-depth peak period transportation study that would serve as the basis for enhancing the operation of these three intersections. Recommendations should be presented in the study that consider operations of the fire station, the Davy Elementary School and the existing flashing beacon at Salem Street/South Street. Considerations should include, at a minimum, change in circulation of area roadways, pedestrian activity, and traffic signal installation, turn prohibitions, intersection upgrades, and identification of any right-of-way acquisitions.

CONCLUSIONS

Based on our review of the above-noted documents, review of the TEC study, field reconnaissance and meetings with the Committee and Town officials, it appears that a minor portion of Mall-related traffic will traverse local Tewksbury streets. Estimates indicate that 8% of Mall-related traffic will be on the local street system. JNEI concurs with this estimate as there is no direct access to the Mall from Tewksbury, the major east-west corridors through Town are 2-lane roadways and the roadway alignments are not conducive to direct, efficient travel to the I-93, and the Mall area. The 5th interchange alternative provides the Town greater economic development opportunity. JNEI concurs with this selection. Impacts to the Whipple Road/Chandler Street corridor are expected to be minimal as most of the traffic impacts will be on the roadway system on the east side of Route 38.

The build-out of the Mall is predicated on a major phased development of a new interchange (Lowell Junction) off I-93 and construction of roadways in both Andover and Wilmington. The Mall cannot open without this new interchange, which only provides access/egress via I-93. Should funding or phased development plans change, the Town should condition the Mall project on having these improvements in place prior to opening.

The PM peak hour traffic impact on the local Tewksbury street system is expected to be in the range of 2-8% from the future No Build to Build condition or 16%-24% from 2004 existing to future Build conditions. The key area of concern is the intersection of East Street/Shawsheen Street, which clearly is a “choke” point to/from the Mall and Tewksbury. This intersection needs to be fully upgraded prior to the project opening and the proponent should undertake major strides to realize this improvement project. There are other Tewksbury intersections that warrant upgrade, as a result of existing condition deficiencies, as Mall-related traffic will be passing through these locations and conditions will be exacerbated. Measures to improve these locations are noted above.

If re-zoning is successful, this project will be entering the MEPA process and the impacts on Route 38, a State highway should be identified. At a minimum, the intersections in the TEC study should be included in the study area scope in addition to the above-noted improvement locations.

EXHIBIT E
Acoustical Criteria

(a) Vehicular Noise. Within one (1) calendar year following issuance of a Certificate of Occupancy for the project, Mills shall cause noise survey and compliance assessments to be performed at residences located on lots 21-24 in Jennie's Woods Subdivision as shown on Assessor's Map 115, to determine that the interior 1-hour Leq sound levels in such residences (excluding noise generated inside the homes by the occupants and their activities) do not exceed 45 dBA during evening peak traffic hours. In the event that the sound levels exceed those established herein, and are determined to be caused by vehicular traffic generated by the Mills Project, Mills shall implement such mitigation measures as are reasonable and feasible to bring the noise levels in any non-conforming residences in compliance with the sound criteria established herein.

(b) Mechanical Equipment. The sound level produced by all facility mechanical equipment (HVAC, chillers, cooling towers, etc. but excluding motor vehicles noise) shall not exceed 45 dBA (1-hour Leq) within the property boundaries of any residential receptor in the community surrounding the project. No prominent tonal sound from the facility's mechanical equipment shall be detectable at any residential property in excess of the 45dB limits established herein. For the purpose hereof, the term a "prominent audible tone" is defined by ANSI Standard S12.9-1996/Part 4 and will be identified when a one-third octave band Leq sound level is greater than the arithmetic average of the two adjacent one-third octave bands by an amount greater than that listed in the table below:

1/3 Octave Band Center Frequency (Hz)	Exceeds Average of Two Adjacent Bands (dB)
25-125	15
160-400	8
500-10,000	5

Before applying for a building permit or foundation permit, Mills will submit analytical evidence of compliance with the aforementioned noise guarantee for review and approval by Tewksbury acting through its Board of Health. At a minimum this submittal will include the following:

- (i). A scaled area map indicating the location of all residential receptor properties included in the analytic model.
- (ii). A scaled site plan indicating the location of all facility sound sources used in the analytic model.
- (iii). A listing of the octave band sound power levels used for all facility sound sources used in the analytic model. These data should be guaranteed levels provided by the equipment manufacturer.
- (iv). A listing of all sound mitigating features (low noise fans, sound barrier walls etc.,) used to meet the project design goals.
- (v). Estimates of facility sound levels (A-weighted and Octave Band) at the nearest residential receptors on Jennies Way, South Street, Serenity Drive and Carlton Road.

Following construction of any portion of the Project, Mills will perform measurements of all sound sources used in the acoustic model (typically within 100 feet of the source) to confirm that source sound data used in the previously discussed sound model is accurate. If measured levels exceed values used in the model then an assessment of the acoustic impact must be provided. If the impact exceeds the acoustic design goal then reasonable and feasible mitigation of the source must be implemented as approved by the Tewksbury Building Commissioner acting in his/her capacity as the Zoning Enforcement Officer.

EXHIBIT F

Notice of Development Agreement

This Notice of Development Agreement dated as of _____, 2004 is hereby executed to give notice that the Town of Tewksbury, a Massachusetts municipal corporation with a usual place of business at Town Hall, Tewksbury, Massachusetts, acting by and through its Board of Selectmen and Town Manager, and The Mills Corporation, a Delaware corporation, having a usual place of business at 1300 Wilson Boulevard, Suite 400 Arlington, Virginia 22209 have entered into a Development Agreement of even date herewith, which contains restrictions upon the use of and obligations burdening certain land within Tewksbury, Massachusetts, and more particularly described in Exhibit A attached hereto if developed and used for retail shopping center purposes.

A copy of the Development Agreement is available for inspection in the office of the Town Clerk of the Town of Tewksbury.

Executed under seal as of the date first written above.

TOWN OF TEWKSBURY

By: _____

Its Duly Authorized _____

THE MILLS CORPORATION

By: _____

its Duly Authorized _____

ARTICLE 2

To see if the Town will authorize the Town Manager and Board of Selectmen to enter into a Development Agreement, so-called, between the Town of Tewksbury, a Massachusetts municipal corporation with a usual place of business at Town Hall, Tewksbury, Massachusetts acting by and through its Board of Selectmen and Town Manager ("Tewksbury"), and The Mills Corporation, a Delaware corporation, having a usual place of business at 1300 Wilson Boulevards, Suite 400 Arlington, Virginia 22209 ("Mills"), which Agreement sets forth the rights and obligations of the parties with regards to the use and development of certain parcels of land in the Town of Tewksbury located on the Westerly Side of Interstate Route 93 and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, being further described as follows:

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26, 24, 23, 22, 21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116,, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

Said authorization shall be subject in the first instance to the approval of Town Meeting of said Development Agreement.

Gerald Davis and Others

Motion: Finance Committee Chairman, Ray Shaw, motioned to Adopt Article 2.

Article 2 was Adopted. 1359 YES, 322 NO

9:24 PM May 4, 2004

Executive Summary: The purpose of this Article is to authorize the Town Manager and Board of Selectmen to enter into a Development Agreement if said Development Agreement is first approved by Town Meeting, and if Town Meeting approves the accompanying modifications to the Zoning Bylaw set forth in Exhibit B of the Agreement, the proponent (The Mills Corporation) and the Town of Tewksbury will enter into and agree to be bound by the terms of this Development Agreement, subject to the terms and conditions therein contained.

ARTICLE 3

To see if the Town will vote to amend the Zoning Bylaw, including Appendices A, B, C and D, to include therein a new Section 8500, Highway Corridor Overlay District; to rezone in accordance with the provisions of said Section 8500 certain portions of the Town of Tewksbury located on the Westerly Side of Interstate Route 93 and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 1, being further described as follows:

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26, 24, 23, 22, 21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

; and, to amend the appropriate provisions of Appendix A, Table of Use Regulations, Appendix B, Table of Dimensional Requirements, Appendix C, Table of Parking Requirements, and Appendix D, Zoning Map – Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the "Town of Tewksbury Zoning Map dated March 27, 2002" on file with the Town Clerk.

Gerald Davis and Other

Motion: Finance Committee Chairman, Ray Shaw, motioned to Adopt Article 3, as Amended, and substitute in its entirety starting at the bottom of page 39 in the Warrant, a new zoning bylaw with the same Appendix B as voted in Article 1 and he deferred to the Planning Board.
 Planning Board Chairman, David Plunkett, informed the Assembly the Planning Board, by a 3-2 vote, voted to recommend the Amendments to Article 3, as proposed by the proponents.
 A motion was made to Indefinitely Postpone Article 3.
 Mr. Keith Rauseo motioned to Amend Article 3

A motion was made to Move the Question and this motion was Adopted. 10:28 PM May 4, 2004

Voted: The Planning Board's Amendment was Adopted. 10:30 PM May 4, 2004
 Mr. Rauseo's Amendment Failed. 10:33 PM May 4, 2004
 The motion for Indefinite Postponement Failed. 277 YES, 1108 NO 10:42 PM May 4, 2004
 Article 3 was Adopted, as Amended. 1065 YES, 332 NO (2/3's vote required: 932) 11:26 PM May 4, 2004

Executive Summary: The purpose of this Article is to create a new zoning district called the Highway Corridor Overlay District (HCOD) and to re-zone certain parcels of land located at Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, from Residential (R-40) to Highway Corridor Overlay District ("HCOD"). The parcels are presently zoned for residential use (R-40), and the adoption of this Article would permit the parcels to be developed for commercial/retail use.

Section 8500. HIGHWAY CORRIDOR OVERLAY DISTRICT

8501. Purpose. The purpose of the Highway Corridor Overlay District (hereinafter referred to as the HCOD District) is:

- (a) to allow a diversity of land uses in close proximity, within a limited area;
- (b) to promote a balance of land uses and to facilitate development proposals responsive to current and future market conditions;
- (c) to facilitate integrated physical design and to encourage interaction among activities located within the HCOD;
- (d) to establish controls which will facilitate development while protecting the public interest by setting regulations which limit the aggregate amount of development within the HCOD and set other district wide requirements while permitting flexible development scale and configuration on individual lots within the HCOD;
- (e) to allow a broad set of land uses within the District; and
- (f) to encourage development of appropriate density for each class of land use.

8502. Definitions. The following definitions shall apply in the HCOD:

- (a) Accessory Uses and Structures: Uses and structures incidental and subordinate to the principal use of a Regional Retail Shopping Center, including the following:
 - i. Water tank to facilitate fire protection and domestic supply.
 - ii. Garage for automotive storage.
 - iii. Transformer station, substation, gas regulator station, or pumping station and related utility uses designed primarily to serve development within the District.
- (b) Frontage: In the HCOD for the development of a Regional Retail Shopping Center, frontage shall be computed without regard to the individual lots that may be created and shall be computed as if all adjacent lots constitute a single parcel. Such frontage shall be on (a) any internal site drive of any length (including a ring road); or (b) a public way which the Town Clerk certifies is maintained and used as a public way, or (c) a way shown on a plan heretofore approved and endorsed in accordance with the subdivision control law. Frontage shall be measured in a single, continuous, uninterrupted line along a street or streets. Notwithstanding any contrary provision in this Bylaw, vehicular access to an individual lot on the combined development area of the Regional Retail Shopping Center need not be obtained exclusively through the legal frontage of the individual lot.
- (c) Gross Leasable Area (GLA): Gross leasable area is the total floor area designed for tenant occupancy and exclusive use (including but not limited to basements, kitchens, restrooms, storage rooms, private corridors, stairways, areas devoted to kiosks or pushcarts, mezzanines and upper floors), expressed in square feet and measured from the centerline of interior walls or other interior tenant partitions and from outside wall faces.

GLA does not include public or common areas; i.e., public restrooms, corridors, stairwells, elevators, lobbies or mall areas, nor does it include mechanical rooms, equipment and/or machine rooms or mechanical chases.

- (d) Library: A facility for the storage of books, films, manuscripts, videos, records and similar materials whose purpose is to allow free public use of said materials
- (e) Museum: A use which entails the display of educational, scientific, or historic and similar materials open to the public, and nonprofit in its operation.
- (f) Retail Store(s) And Service(s): Commercial enterprise that provides goods and/or services directly to the consumer where such goods and services are available for immediate purchase and immediate use on or removal from the premises by the purchaser. Such uses may include, but not be limited to, barber shops, beauty and hairdressing shops, drug stores, florist shops, food stores, furniture stores, home appliance stores for retail sales, Laundromats, copy centers, newsstands, photographic studios, shoe repair shops, tailor shops, upholstery shops, variety stores, clothing and apparel stores, gift shops and antique shops.
- (g) Regional Retail Shopping Center: A group of retail, service and/or consumer oriented establishments the maintenance of which is under common management and having at least 500,000 square feet of gross leasable floor area, but not more than 805,000 square feet of gross leasable floor area, and 1.2 million square feet of gross building area. The Regional Retail Shopping Center shall be located in a single structure (excluding accessory parking structures and other accessory structures) and may be on single or multiple contiguous lots within the HCOD.
- (h) Ring Road: A private or public way encircling the Regional Retail Shopping Center, with public access ways connecting thereto.

8503. Overlay District. The HCOD is an overlay district superimposed on all underlying zoning districts. All uses permitted by right or by special permit in the pertinent underlying zoning district shall be similarly permitted in the HCOD subject to the provisions of this Section. Where the HCOD authorizes uses not otherwise allowed in the underlying district, the provisions of the HCOD shall control.

8504. Location. The HCOD shall be defined as those portions of the Town of Tewksbury located on the Westerly Side of Interstate Route 93 and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, being further described as follows:

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26,24,23,22,21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

8505. Concept Plan. Prior to the application for approval of any special permit for a Regional Retail Shopping Center, (hereinafter HC-SP), a preliminary plan called for purposes of this Section 8500 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of this HCOD and shall include: (a) a preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, changes in grading and topography, parking, landscaping, roads, walkways and access ways, open space, and wetlands; (b) a preliminary utilities plan showing the proposed location and types of water, wastewater and stormwater facilities, including hydrants; (c) a preliminary lighting plan; (d) a preliminary sign plan; and, (e) preliminary subdivision plan(s), if applicable. The Planning Board may solicit public comment on the Concept Plan. Thereafter, the Planning Board may determine either that the Concept Plan has been approved, or that the Concept Plan has been approved with modifications suggested by the Board or agreed upon by the person or entity submitting the plan, or that the Concept Plan has been disapproved and in the case of disapproval, the Board shall state in detail its reasons therefore. The Planning Board shall advise the person or entity submitting such Plan of such determination within forty-five (45) days of the submittal of the said Plan. Such notice shall provide the reasons for the Planning Board's determination. The determination of the Planning Board on the Concept Plan shall be advisory in nature only and shall be without binding effect on either the Planning Board or the Applicant.

8506. Time Limit. Until such time as a special permit (HC-SP) is issued for a Regional Retail Shopping Center, the restrictions of the underlying zoning shall solely govern the use and development of the property comprising the HCOD. At the

time of the issuance of a certificate of use and occupancy for the Regional Retail Shopping Center, the underlying zoning shall no longer be applicable in the HCOD. If no such special permit is issued, however, within eight (8) years after the date of enactment of this by-law by Town Meeting, the provisions of this HCOD by-law shall expire, and, in such event, the underlying zoning in effect on the date of adoption of this bylaw shall govern the use of the property described in Exhibit A attached hereto and incorporated herein.

8507. Special Permit Required. The development of a Regional Retail Shopping Mall within the HCOD shall require the issuance of a Highway Corridor Special Permit (HC-SP) by the Planning Board. An application for a HC-SP shall contain the following required plans and information:

A preliminary site construction plan showing in a general manner:

- i. The location of proposed buildings; number of stories, approximate floor area and maximum height of each building; the distance in feet between buildings.
 - ii. Existing and proposed contours.
 - iii. Proposed lot lines.
 - iv. The location and dimensions of proposed drives and parking areas.
 - v. The location and characteristics of any proposed common open space or usable open space.
 - vi. Proposed stormwater plan/facilities.
 - vii. Proposed landscaping.
 - viii. Proposed building elevations.
- (a) Uses to be permitted or allowed by right or by special permit in the buildings, which may be a narrative describing the type and character of uses and/or a listing, by cross reference, of uses to be permitted as they appear in Appendix A, "Table of Use Regulations Schedules."
 - (b) Other zoning provisions; this may be a narrative describing special regulations unique to the development and/or a cross reference to provisions of this Bylaw that will apply to the HCOD District.
 - (c) Special conditions, if any, applicable to the proposed development which may include grants or benefits to the Town such as land for public purposes, construction of improvements (or financial contributions therefore) in behalf of the Town, or other development limitations such as aesthetic features.
 - (d) A table showing:
 - i. Developable site area.
 - ii. Common or usable open space, if any.
 - iii. Site coverage of buildings.
 - iv. Area covered with impervious surface.
 - v. Impervious surface ratio.
 - vi. Floor area rational if applicable.
 - vii. Number of off-street parking spaces and, if applicable, loading bays.
 - (e) A locus-context map of all land within 500 feet of any part of the tract and showing:
 - i. All dwellings and principal buildings.
 - ii. The land use of each lot.
 - iii. Lot and right-of-way lines.
 - iv. Existing contours at two-foot intervals.
 - v. Principal natural features in general such as:
 - a. Significant rock outcroppings;
 - b. Water systems (including standing surface water, brooks or streams, the direction of drainage, wetlands, and the 100-year flood elevation.);
 - c. Significant vegetation (including mature trees, unique specimens of vegetation, and vegetation that indicates wetness.);
 - vi. Zoning district boundaries;
 - vii. Recorded easements on the site locus.
 - (f) Public facilities, such as conservation or recreation land, footpaths, bicycle paths, or **streets**.
 - (g) Significant noise/visual impact (including views from the site and sources of noise affecting the site.)
 - (h) Historically or architecturally significant structures and sites on or adjacent to the site.

- (i) A property rights and dimensional standards plan showing location of existing easements or other property rights affecting the development.
- (j) The approximate locations of any sections of the land to which the Town would be granted property rights, either easements or transfer of ownership for street, utility, conservation or other purposes.
- (k) The anticipated division of the property into parcels in private ownership, if any, if it affects zoning provisions.
- (l) The yard setback in feet for buildings and parking lots from site boundaries and where applicable, a Zoning district boundary, a brook or a pond.
- (m) The boundaries of any common open space or usable open space.
- (n) A utilities analysis showing:
 - i. The location and size of the Town's existing water mains, fire hydrants, sanitary sewers, and storm drains.
 - ii. The proposed locations and the approximate size of utilities to be constructed on the site and their proposed connections to the Town's utilities, and any special features, such as culverts or pumping stations, that might affect the ability of the Town to service the development.
- (o) A traffic analysis to be conducted by a traffic engineer who will certify that he/she qualifies for the position of member of the Institute of Transportation Engineers (ITE). The analysis shall include:
 - i. Traffic counts on arterial streets that provide access to the development site showing data on Average Daily Traffic (ADT) and a.m. and p.m. peak periods (conducted for two hours divided into fifteen-minute segments);
 - ii. Intersection turning movement counts at intersections likely to be affected by the proposed development (conducted for two hours divided into fifteen-minute segments);
 - iii. An inventory of roadway characteristics showing the width of the principal approach streets and the presence or absence of sidewalks and their conditions;
 - iv. Estimated trip generation showing the projected inbound and outbound vehicular trips for the a.m. and p.m. peak periods and a typical one hour off-peak trip generation;
 - v. The estimated distribution of new trips by approach streets;
 - vi. The effect of additional traffic generated by the development on traffic "levels of service" on each approach street;
 - vii. Estimated off-street parking and loading requirements and time of peak accumulation.
- (p) Parking Plan showing the proposed layout and areas to provide the required parking spaces, including required handicapped spaces, and areas set aside for snow storage.
- (q) Loading Plan showing required loading areas with proposed access.
- (r) Landscaping Plan showing all proposed landscaping of parking and loading areas, pedestrian walkways and grounds, required buffer areas, refuse disposal storage areas, HVAC equipment, and other features of the Regional Retail Shopping Center.
- (s) Lighting Plan showing typical fixture details, proposed locations of freestanding light fixtures and wall-mounted lights, with proposed intensity.
- (t) Signage Plan showing the location, type, and size of all proposed signs in the HCOD.
- (u) Utilities Plan showing all proposed utility connections, including water, sewer, gas, electric, and cable.
- (v) Stormwater Management Plan showing stormwater management facilities in compliance with all local requirements and the DEP's Stormwater Management Policy.
- (w) Subdivision Plan. If applicable.
- (x) Statement of Proposed Hours of Operation. Indicate typical hours of operation, delivery times, and special circumstances likely to occur seasonally.

8508. Dimensional Requirements. For a Regional Retail Shopping Center to be eligible to apply for a HC-SP, the following dimensional requirements shall apply in lieu of any other contrary dimensional requirements contained in this By-Law:

- (a) Minimum Area. The parcel or set of contiguous parcels containing the Regional Retail Shopping Center for which the HC-SP is requested shall not be less than eighty (80) acres prior to any dedication of any portion of said parcel or set of contiguous parcels for purposes of, by way of example only, public or private ways, and common or open space areas. All of said eighty (80) acre parcel shall be located exclusively in the Town of Tewksbury.

- (b) Maximum Lot Coverage. The total lot coverage by structures and impervious surfaces shall not exceed fifty-five (55%) percent of the total gross land area of the HCOD.
- (c) Minimum Frontage. The minimum frontage shall be 150 feet for the contiguous combined area of the Regional Retail Shopping Center.
- (d) Building and Parking Setbacks. The principal structure containing the Regional Retail Shopping Center and all associated parking shall be placed within the Ring Road. No accessory use or structure shall be located within 50 feet of any boundary of the HCOD.
- (e) Maximum Building Height. No building shall exceed more than three (3) stories and eighty (80') feet in height above the average finished grade around the structure. Fill shall be limited in depth to the minimum amount required to comply with the Stormwater Management Policy of the Commonwealth's Department of Environmental Protection (DEP). This definition excludes penthouses, bulkheads and other allowable super-structures above the roof line.
- (g) Maximum Building Coverage. The maximum building coverage of any legal subdivided lot within the HCOZ Project shall be permitted to have up to a maximum building coverage of one hundred (100%) percent provided that the overall lot coverage for the project is not exceeded. For purposes of this Section 8500, land use principally dedicated for a coordinated, integrated retail use such as a Regional Retail Shopping Center, shall be deemed to be one lot for density regulation and parking purposes notwithstanding that legal ownership in the land is divided, by lease, in fee or otherwise, among two or more owners.
- (h) Use Regulations. Within a Regional Retail Shopping Center, the uses available shall be as set forth in the HCOD Use Table (Appendix A). There shall be no restriction on combining different categories of use as of right within a Regional Retail Shopping Center other than those imposed by the State Building Code or other federal, state or local regulations. Retenancing within the Regional Retail Shopping Center shall be allowed as of right, where such retenancing complies with the HCOD Use Table, or by special permit where allowed in compliance with the HCOD Use Table.

8509. Parking and Loading Standards. The following parking and loading standards shall apply in the HCOD:

- (a) Location. All parking shall be provided within the Ring Road.
- (b) Minimum Parking Ratio. Parking spaces shall be provided at the rate of not less than 4.8 parking spaces per one thousand (1,000) square feet of gross leasable area (GLA).
- (c) Minimum Parking Dimensions. Standard parking spaces shall be nine (9.0') feet wide by eighteen (18') feet deep.
- (d) No Backing. Parking and loading areas shall not require vehicles to back onto an access way or the Ring Road.
- (e) Screening. All loading areas and parking areas for ten (10) or more cars shall provide screening in accordance with Section 5000.

8510. Performance Standards. The development of a Regional Retail Shopping Center in the HCOD shall comply with the following performance standards:

- (a) Sidewalks. Concrete sidewalks are required within the HCOD where necessary for safe pedestrian access and circulation. There shall be a marked pedestrian aisle at each entrance to the building served by the parking lot. Sidewalks must be constructed in accordance with the Planning Board's Subdivision Rules and Regulations and in accordance with the regulations of the Massachusetts Architectural Access Board.
- (b) Landscape Buffer Area. Whenever required by the Planning Board pursuant to the provisions of Section 5400 and this Section 8510, a landscaped buffer area shall consist of natural and intact vegetation or a landscaped strip and may include fences, walls or berms, which shall serve to provide an effective year round visual screening at the time of installation.

The following additional requirements shall pertain to all landscape buffer areas located in the HCOD:

- i. Driveways or other private ways necessary for access and egress to and from the tract for emergency access purposes may cross such buffer areas.
- ii. No vegetation in a buffer area will be disturbed, destroyed or removed, except for construction of and/or normal maintenance of structures and landscapes approved as part of the project.
- iii. The Planning Board may waive the buffer requirement of Section 5400 when it determines that a smaller buffer (or no buffer) will suffice to accomplish the objectives set forth herein.

- iv. A landscape buffer area may be used for passive recreation; it may contain pedestrian, bike or equestrian trails, provided such use does not reduce the effectiveness of the buffer area as year round visual screen. No other uses are permitted in landscape buffer areas.
- v. Wastewater and stormwater management systems serving the HCOD District may be located within the landscape buffer areas.
- vi. All plant materials required by this Section and Section 5400 shall be maintained in a healthful condition. Dead limbs refuse and debris shall be promptly removed. Dead plantings shall be replaced with new live plantings at the earliest appropriate season. Bark mulch and non-plant ground surface materials shall be maintained so as to control weed growth.

- (c) Outdoor Lighting. The key to effective lighting design and outdoor lighting codes is to define the lighting equipment and design criteria that minimize the causes of sky glow, light trespass and glare while providing a comfortable, visually effective, energy efficient and safe / secure outdoor environment. Therefore, outdoor lighting fixtures utilized for lighting parking areas, sidewalks, roadways (except as herein provided), buildings and structures, and recreation and landscape areas shall be designed to improve safety, and to minimize glare and light trespass. All outdoor lighting fixtures except those with an initial output less than 5,000 lumens shall be Semi-Cutoff, Cutoff or Full Cutoff (as defined by the Illuminating Engineering Society of North America's (IESNA) standards to the maximum allowed under the Massachusetts Energy Code) and shall be installed and maintained in such a manner as to be horizontal to the ground so that the cutoff characteristics of the fixture are maintained. Beyond the cutoff requirements set forth herein, all light fixtures shall be located, aimed or shielded so as to minimize light trespass and glare across property boundaries.

No outdoor lighting shall be installed to exceed the maximum maintained luminance levels as recommended by the IESNA for the designated activity. When no maximum level is defined by IESNA, no lighting shall be installed to exceed 400% of the minimum maintained luminance levels as recommended by the Illuminating Engineering Society of North America (IESNA) for the designated activity so as to obtain a uniform luminance level ratio of 4:5. Spacing of poles shall be designed such that the luminance on the ground is uniform to the greatest extent practicable.

The lighting of building facades is allowed and Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.

The following are exempt from the provisions hereof:

- i. Holiday lighting
- ii. The lighting of flags - Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.
- iii. Emergency lighting, used by police, firefighting, or medical personnel, or at their direction for as long as the emergency exists.
- iv. Temporary lighting, such as that used at construction sites or other uses of a temporary nature. However temporary lighting shall be aimed so as to minimize glare and light trespass to adjacent properties and turned off upon the completion of the project.
- v. Lighting for Town, State or Federal roadways.

Light pole and all fixture types shall not exceed forty-five (45') feet in height above the average grade around the structure.

Waivers from these provisions may be granted by the Planning Board upon documentation that meeting specific provisions hereof would result in an unsafe condition, impede normal operations or inflict undue financial hardship.

- (d) Reduced Lighting Levels. Lighting levels shall be reduced to security levels within one (1) hour after the close of business or the end of the business activity. Sufficient security lighting shall be permitted at all times.
- (e) Solid Waste Storage. Any accessory receptacle or structure with holding capacity of at least one hundred (100) cubic feet for temporary storage of solid or liquid waste materials, including garbage, rubbish, junk, discarded bulk items and similar waste items shall be screened from all adjacent premises and streets from which it would otherwise be visible in accordance with this By-Law.
- (f) Street Width. The Ring Road shall have a paved surface width of not less than thirty (30') feet and a minimum travel way width of twenty-eight (28') feet. Berming or curbing shall be provided in accordance with the standards of the Planning Board's Subdivision Rules and Regulations.

- (g) Stormwater Management. Stormwater management facilities shall comply with the Stormwater Management Policy of the DEP and the standards of the Planning Board's Subdivision Rules and Regulations.
- (h) Emergency / Public Safety Access. Access to the HCOD site locus from any abutting public or private way, other than the access or Ring Road, so-called, or by means of such other access way not normally open to vehicular traffic, shall be permitted only for the express purpose of allowing emergency and or public safety vehicular access to the HCOD, notwithstanding the underlying zoning district within which such way is located. Such access shall be subject to the reasonable satisfaction of the Tewksbury Fire Department and the Tewksbury Police Department.

8511. Signs. This By-Law is adopted for the regulation and restriction of billboards, signs and other advertising devices within the Town on public ways or on private property within public view of a public way, public park or reservation in order to protect and enhance the visual environment of the Town and the safety, convenience and welfare of its residents.

- (a) Permit Required. No sign shall be erected, refaced or enlarged until a permit is issued by the Sign Officer, except as otherwise provided herein. An application for a permit shall be made on forms furnished by the Sign Officer containing such information, including photographs, plans and scale drawings, as he/she may require. Such permit shall be issued only if the Sign Officer determines that the sign complies or will comply with all applicable provisions of this By-Law. A schedule of fees for such permits may be determined from time to time by the Board of Selectmen.
- (a) Sign Officer. The Building Commissioner is hereby designated as the Sign Officer and is hereby charged with the enforcement of this By-Law. The Sign Officer and his duly authorized agents shall, at reasonable times and upon presentation of credentials, have the power to enter upon the premises on which any sign is erected or maintained in order to inspect said sign.
- (b) Exemptions. The provisions of this section shall not apply to:
 - (i) Temporary signs;
 - (ii) Building numbers;
 - (iii) Public utility identification markings;
 - (iv) Signs or markers required or erected by local, state or federal government;
 - (v) Directional signs not exceeding 150 square feet;
 - (vi) Directional markers not exceeding four (4) square feet, such as arrows or entrance and exit markings;
 - (vii) Any sign limited solely to directing traffic or providing direction or setting out restrictions on the use of parking areas, or designating loading areas, and not exceeding four (4) square feet in area per face.
- (b) Standards. All signs shall conform to the following standards.
 - (i) Movement. No sign shall contain any moving, flashing or animated lights or visible moving parts. A sign consisting solely of indicators of time and/or temperature or of an automatically changing message shall be permitted only upon the issuance of a special permit by the Planning Board.
 - (ii) Illumination. No sign shall be illuminated between the hours of 1 A.M. and 6 A.M. unless, in the case of an accessory sign, the premises on which it is located are open for business. Signs may be illuminated only by the following means:
 1. By a white steady stationary light of reasonable intensity shielded and directed solely at the sign.
 2. By an interior light of reasonable intensity or by neon gas-filled tubes.
 3. Neon lights are prohibited on free-standing signs.
- (c) Electrically Operated Sign. No sign permit shall be issued for an electrically operated sign until the local wiring inspector has issued a permit therefore. Such permit shall be issued only if the proposed sign complies with all requirements and recommendations of the National Electrical Code and Massachusetts Electric Code.
- (d) Color. No sign shall contain red or green lights if such colors would, in the opinion of the Police Chief, constitute a safety hazard.
- (e) Tethered / Floating Devices. Tethered floating or inflated devices of any kind, sandwich or A-frame, and banners are prohibited where intended to serve as a sign.
- (d) Accessory Signs. Accessory signs which are permitted in the Business, Commercial and Industrial Districts may be permitted in the HCOD.

- (e) Attached Signs. Attached signs may be erected if firmly affixed to the building. The sign shall not project beyond the face of any other wall of the building or above the highest point of the eave. The sign shall not project more than twelve (12) inches from the face of the wall to which it is attached.
 - (i) The height of each wall mounted Anchor Store Building Sign shall not exceed twenty-five (25) feet in height and 350 square feet in length. The aggregate length of all such Anchor Store Building Signs shall not exceed in the aggregate seventy-five (75%) percent of the length of the store wall.
 - (ii) If a store has a direct entrance in a wall other than the store front, there may be secondary Anchor Store Building Signs affixed to such wall not to exceed twenty-five (25') feet in height, and the aggregate length of all such Anchor Store Signs shall not exceed fifty (50%) percent of the maximum permissible length of the signs on the store front.
 - (iii) One attached wall mounted entry sign per building entrance not to exceed a maximum height of twenty-five (25') feet in height and 300 square feet in length.
- (f) Standing signs. Standing signs may not be erected within fifteen (15) feet of any street lot line or ten (10) feet of any side lot line. Standing signs are limited to the height set forth below to be measured from the nearest pavement grade to the top of the sign structure. Standing signs may be double faced; however, the permitted area will be measured on one side only.
 - (i) One (1) free standing Reader Board sign not greater than twenty-five (25) feet in height and not to exceed two (200) square feet of sign area per face.
 - (ii) One (1) free standing sign at each entrance, but not more than three (3) such signs. Each such sign shall be not greater than sixty (60) feet in height, and may be a maximum of two (200) hundred square feet per face.
- (g) Awnings. Awnings used as signs shall not project more than thirty-six (36) inches from the face of the wall to which it is attached. The signage on the awning must comply with the size requirements of this Section.
- (f) Special Signs. Signs painted or placed on the inside of the glass of a window shall be permitted, provided that the aggregate area of such sign does not exceed 30 percent of the area of the window glass.
- (h) Temporary Signs. Temporary signs which comply with these By-Laws shall be permitted (other than a temporary sign placed in a window).

Temporary signs which do not comply with these By-Laws may be authorized by a special permit by the Board of Selectmen for private, nonprofit charitable organizations.
- (g) Other Requirements.
 - (i) Billboards and non-accessory signs. All billboards and non-accessory signs, erected prior to June 1, 1965, shall be permitted provided no substantial changes are made in location, size or design of the structure.
 - (ii) Nonconformance of accessory signs. Accessory signs legally erected before the adoption of this By-Law which do not conform to the provisions of this By-Law may continue to be maintained, provided, however, that no such sign shall be permitted if it is, after the adoption of this By-Law, enlarged, refaced or redesigned, except to conform to the requirements of this By-Law.
 - (iii) Unsafe signs. When any sign become insecure, in danger of falling or otherwise unsafe or if any sign shall be unlawfully installed erected or maintained in violation of any of the provisions of law, the owner thereof or the person or firm maintaining same, shall upon written notice of the Building Commissioner, forthwith in the case of immediate danger and in any case within not more than ten (10) days make such sign conform to the provisions of this article or shall remove it. If within ten (10) days the order is not complied with, the Building Commissioner may remove such sign at the expense of the owner or lessee thereof.
 - (iv) Derelict signs. Signs which become unsightly, incomplete, dilapidated, illegible or dangerous to the public safety shall be condemned and removed by the Sign Officer. Costs may be recovered for such removal from the owner or lessor in the District Court.
- (k) Appeal. A person aggrieved by an order or decision of the Sign Officer under this By-Law may appeal to the Board of Appeals.

8512. Landscaping, Screening and Buffer Requirements. All landscaping, screening and buffer requirements that are requirements in the Commercial (COM) District pursuant to the provisions of Section 5400, Landscaping, Screening and Buffer

Requirements, shall also apply in the HCOD District and shall be in addition to those requirements set forth herein under Section 8510(b).

8513. Special Permit Decision. The Planning Board may approve, approve with conditions, or deny an application for a HC-SP, where the Regional Retail Shopping Center complies with the dimensional requirements, parking and loading requirements, and performance standards set forth herein, and after consideration of the following criteria:

- (a) The Site Plan is substantially in conformance with the Concept Plan approved by the Planning Board. The Planning Board may permit minor changes in light of the more detailed survey and engineering design provided such changes do not conflict with the general intent of the Concept Plan; but, the Board shall not approve any change in minimum setbacks, maximum building height, maximum total square feet of development, or uses.
- (b) Impact of the Regional Retail Shopping Center on the environment (land and water resources, air quality), public utilities, and traffic safety;
- (c) Impact of the Regional Retail Shopping Center on the economy of the Town, including employment opportunities, contributions to tax base and impact on property values;
- (d) Impact of the Regional Retail Shopping Center on neighborhood character.

8514. Special Permit Conditions. Where the Planning Board grants a HC-SP with conditions, the Board may impose reasonable conditions, safeguards and limitations on time and use, including, but not limited to, the following:

- (a) If circumstances so warrant, to impose conditions regarding hours of operation, delivery times, and lighting schedule;
- (b) Approved Special Permits and Site Plans shall be recorded in the North Middlesex Registry of Deeds prior to the issuance of any building permits or the start of any construction on site;
- (c) The Planning Board, or its representative, shall have the authority to make inspections during the construction process. All drainage installed on the site shall be inspected and approved by the Planning Board's Consulting Engineers. In the event that the developer does not comply with conditions set forth in the HC-SP, said Special Permit may be modified or revoked after a public hearing held by the Planning Board. The owner of the property shall be responsible for the maintenance and upkeep of the on-site drainage system;
- (d) All development within the approved site shall be conducted in accordance with plans approved by the decision of the Planning Board and with all statutes, laws, rules, and regulations of the Commonwealth of Massachusetts and the Town of Tewksbury.
- (e) If circumstances so warrant, to impose conditions of compliance with recommendations of the Planning Board with regard to ingress and egress to the site locus for emergency and/or safety vehicle purposes.
- (f) If circumstances so warrant, to require continued monitoring of off-site impacts to traffic safety and the environment in site locations immediately abutting the site locus of the HCOD development;
- (g) If circumstances so warrant, to require additional plantings within the site upon review of the as-built plan and after an on-site inspection. The developer shall be required to add more plantings if desired by the Planning Board. This condition, if imposed, must be satisfied prior to any formal release issued by the Planning Board.
- (h) If circumstances so warrant, to require that the property owner shall be responsible for maintenance of the building and landscape area surrounding and abutting any building on site.

8515. Relation to Other Requirements. The submittals and special permit of this section shall be in addition to any other requirements of the Subdivision Control Law to the extent that the site or any portion thereof is approved as a subdivision thereunder.

8516. Inapplicability of Certain Other Regulations. Where this Section 8500-8516 specifies some standard or makes some other requirement contrary to a requirement elsewhere in this Zoning Bylaw, the provisions of this Section 8500-8516, as may be amended from time to time, shall prevail.

APPENDIX A
TABLE OF USE REGULATIONS
DISTRICTS

	USES	HCOD
A.	RESIDENTIAL USES	
1.	Single-family dwelling	N
2.	Two-Family dwelling	N
3.	Multi-family dwelling	N
4.	Multi-family dwelling/55	N
5.	Community Development Project	N
6.	Cluster Development	N
B.	EXEMPT AND INSTITUTIONAL USES	HCOD
1.	Use of land or structures for religious purposes	Y
2.	Use of land or structures for educational purposes on land owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic or by a religious sect or denomination, or by a nonprofit educational corporation	Y
3.	Child care facility in existing building	Y
4.	Child care facility in new building	Y
5.	Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture on a parcel of more than five (5) acres in area	Y
6.	Facilities for the sale of produce, and wine and dairy products on exempt agricultural sites	Y
7.	Cemeteries, private	N
8.	Municipal parks and playgrounds	Y
9.	Other municipal facilities	Y
10.	Essential services	Y
11.	Water towers and reservoirs	Y
12.	Hospital	N
C.	COMMERCIAL USES	HCOD
1.	Nonexempt farm stand for wholesale or retail sale of products	N
2.	Nonexempt educational use	N
3.	Nonexempt agricultural use	N
4.	Animal clinic or hospital; kennel	N
5.	Personal service establishment	Y
6.	Funeral home	N
7.	Hotel/motel	N
8.	Bed and Breakfast	N
9.	Retail food or drug store	Y
10.	Retail sale of alcoholic beverages	Y
11.	Retail sales not elsewhere set forth	Y
12.	Motor vehicle, motorcycle, trailer, snowmobile, or boat sales and rental	N
13.	Motor vehicle light service; Motor vehicle general and body repair	N
14.	Car wash	N
15.	Garage for automotive storage	Y
16.	Limousine, taxicab or livery business	N
17.	Automotive stereo systems installations	PB
18.	Restaurant	Y
19.	Restaurant, fast- food or drive-through	Y
20.	Business or professional office	Y
21.	Freestanding ATM or kiosk for public use	N
22.	Adult day care	N
23.	Indoor commercial recreation	Y
24.	Outdoor commercial recreation	PB

	USES	HCOD
25.	Membership club, civic, social, professional or fraternal organization	N
26.	Adult use establishment	N
27.	Wireless Communications Facility	N
28.	Airport, airfield or airstrip	N
29.	Mobile parked food service	N
30.	Itinerant roadside vending	N
31.	Massage parlor	N
32.	Major Commercial Project	Y
33.	Massage Therapy (Licensed)	N
34.	Garaging or parking of one light commercial vehicle.	Y
35.	Garaging or parking of two light commercial vehicles.	Y
36.	Garaging or parking of three or more light commercial uses	Y
37.	Garaging or parking of one heavy commercial vehicle	Y
38.	Garaging or parking of two or more heavy commercial vehicles	Y
39.	Retail Shopping Center, Regional	Y
40.	Retail Shopping Center	PB
41.	Drive-through facility	PB
D.	INDUSTRIAL USES	HCOD
1.	Removal of loam, sand or gravel	N
2.	Research laboratories, manufacture of equipment, electronics industry, assembling of electrical appliances	N
3.	Welding shop	N
4.	Machine shop	N
5.	Stone or monument works	N
6.	Ceramic products manufactured by electrical kilns	N
7.	Manufacturing	N
8.	Manufacturing, Light	N
8.	Sale of products at retail manufactured on the premises	N
9.	Wholesale, warehouse, self-storage mini-warehouse, or distribution facility	N
10.	Farm supply warehouse	N
11.	Heating fuel storage and sales	N
12.	Contractor's yard or landscaping business	N
13.	Junkyard or automobile salvage yard	N
14.	Transportation or freight terminal	N
15.	Truck stop	N
16.	Steel Fabrication	N

APPENDIX B
TABLE OF DIMENSIONAL REQUIREMENTS

DISTRICT	Min. Lot Area (acre)	Min. Frontage (ft.)	Min. front yard (ft.)	Min. side and rear yard (ft.)	Max. Building Height (stories/ ft.)	Max. Building Coverage (% of lot)
HCOD*	80.0	150	50	50	3.0 / 80	55

* See Section 8500 for detailed information concerning HCOD dimensional requirements.

APPENDIX C
TABLE OF PARKING REQUIREMENTS

	PRINCIPAL USE	REQUIRED SPACES
32.	Retail Shopping Center	5 spaces per 1,000 square feet of gross leasable floor area
33.	Retail Shopping Center, Regional	4.8 spaces per 1,000 square feet of gross leasable floor area
34.	Mixed Use Projects	As determined by Planning Board based on the accumulation of individual uses or a lesser total subject to a special permit issued by the Planning Board based on a shared parking analysis prepared by a traffic engineer

PLANNING BOARD'S AMENDMENT:

To substitute in its entirety starting at the bottom of page 39 – a new zoning By-Law entitled Section 8500 Highway Corridor Overlay District.

Section 8500. HIGHWAY CORRIDOR OVERLAY DISTRICT

- 8501. Purpose.** The purpose of the Highway Corridor Overlay District (hereinafter referred to as the HCOD District) is:
- (a) To promote and facilitate a development proposal for a Regional Retail Shopping Center that will be accessible only via an interstate highway without any connection to a public or private way within the Town of Tewksbury other than the Ring Road;
 - (b) to facilitate integrated physical design and to encourage interaction among activities located within the HCOD;
 - (c) To establish controls which will facilitate development while protecting the public interest by setting regulations which limit the aggregate amount of development within the HCOD and set other district wide requirements while permitting flexible development scale and configuration on individual lots within the HCOD.
- 8502. Definitions.** The following definitions shall apply in the HCOD:
- (a) **Accessory Uses and Structures:** Uses and structures incidental and subordinate to the principal use of a Regional Retail Shopping Center, including the following:
 - i. Water tank to facilitate fire protection and domestic supply.
 - ii. Garage for automotive storage.
 - iii. Transformer station, substation, gas regulator station, or pumping station and related utility uses designed primarily to serve development within the District.
 - (b) **Frontage:** In the HCOD for the development of a Regional Retail Shopping Center, frontage shall be computed without regard to the individual lots that may be created and shall be computed as if all adjacent lots constitute a single parcel. Such frontage shall be on (a) any internal site drive of any length (including a ring road); or (b) a public way which the Town Clerk certifies is maintained and used as a public way, or (c) a way shown on a plan heretofore approved and endorsed in accordance with the subdivision control law. Frontage shall be measured in a single, continuous, uninterrupted line along a street or streets. Notwithstanding any contrary provision in this Bylaw, vehicular access to an individual lot on the combined development area of the Regional Retail Shopping Center need not be obtained exclusively through the legal frontage of the individual lot.
 - (c) **Gross Leasable Area (GLA):** Gross leasable area is the total floor area designed for tenant occupancy and exclusive use (including but not limited to basements, kitchens, restrooms, storage rooms, private corridors, stairways, areas devoted to kiosks or pushcarts, mezzanines and upper floors), expressed in square feet and measured from the centerline of interior walls or other interior tenant partitions and from outside wall faces. GLA does not include public or common areas; i.e., public restrooms, corridors, stairwells, elevators, lobbies or mall areas, nor does it include mechanical rooms, equipment and/or machine rooms or mechanical chases.
 - (d) **Library:** A facility for the storage of books, films, manuscripts, videos, records and similar materials whose purpose is to allow free public use of said materials.
 - (e) **Museum:** A use which entails the display of educational, scientific, or historic and similar materials open to the public, and nonprofit in its operation.

- (f) Regional Retail Shopping Center: A group of retail, service and/or consumer oriented establishments the maintenance of which is under common management and having at least 500,000 square feet of gross leasable area, but not more than 805,000 square feet of gross leasable area, and 1.2 million square feet of gross building area. The Regional Retail Shopping Center shall be located in a single structure (excluding accessory parking structures and other accessory structures) and may be on single or multiple contiguous lots within the HCOD.
- (g) Ring Road: A private or public way encircling the Regional Retail Shopping Center, with public access ways connecting thereto.

8503. Overlay District. The HCOD is an overlay district superimposed on all underlying zoning districts. All uses permitted by right or by special permit in the pertinent underlying zoning district shall be similarly permitted in the HCOD subject to the provisions of this Section. Where the HCOD authorizes uses not otherwise allowed in the underlying district, the provisions of the HCOD shall control.

8504. Location. The HCOD shall be defined as those portions of the Town of Tewksbury located on the Westerly Side of Interstate Route 93 and shown on Tewksbury Assessor's Map 109 Lots 76, Map 114 Lot 1 and 2 and Map 115 Lot 1 and 2, being further described as follows:

Beginning at the southeast corner of the premises on the westerly sideline of Interstate Route 93 at the intersection of the Town line dividing the Towns of Tewksbury and Wilmington, thence; Southwesterly by said Town line to land of now or formerly Anthony Rocco, John and Jan Cave being shown as Lot 69 on Tewksbury Assessor's Map 109, said land being the discontinued Salem and Lowell Railroad, thence; Northwesterly said Lot 69 to the southwest corner of land of now or formerly John and Jan Cave, being shown as Lot 75 on Tewksbury Assessor's Map 109, thence; Northeasterly and Northerly by said Cave's land to a point on the southerly line of other land of now or formerly John and Jan Cave, being shown as Lot 58 Tewksbury Assessor's Map 109, thence Northeasterly by said Cave's land to a stone bound at the northeast corner of said Lot 58, thence; Northeasterly by the northerly line of said Perkins land and the southerly line of the subdivision know as Jennie's Way, along Lots 26,24,23,22,21 and 20 on Tewksbury Assessor's Map 115 and Lot 13 on Tewksbury Assessor's Map 116, to a point on the westerly line of said Route 93, said point being the northeast corner of land of now or formerly Bror and Sonya Berg, thence; Southerly by said Route 93 to the point of beginning.

8505. Concept Plan. Prior to the application for approval of any special permit for a Regional Retail Shopping Center, (hereinafter HC-SP), a preliminary plan called for purposes of this Section 8500 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of this HCOD and shall include: (a) a preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, changes in grading and topography, parking, landscaping, roads, walkways and access ways, open space, and wetlands; (b) a preliminary utilities plan showing the proposed location and types of water, wastewater and stormwater facilities, including hydrants; (c) a preliminary lighting plan; (d) a preliminary sign plan; and, (e) preliminary subdivision plan(s), if applicable. The Planning Board may solicit public comment on the Concept Plan. Any comments of the Planning Board on the Concept Plan shall be advisory in nature only and shall be without binding effect on either the Planning Board or the Applicant.

8506. Time Limit. Until such time as a special permit (HC-SP) is issued for a Regional Retail Shopping Center, the restrictions of the underlying zoning shall solely govern the use and development of the property comprising the HCOD. At the time of the issuance of a certificate of use and occupancy for the Regional Retail Shopping Center, the underlying zoning shall no longer be applicable in the HCOD. If no such special permit is issued, however, within eight (8) years after the date of enactment of this by-law by Town Meeting, or, in the alternative whichever is sooner, if that certain Development Agreement dated as of May 4, 2004 between the Town and Mills Corporation (a copy of which is available for inspection in the office of the Town Clerk) is terminated and written notice thereof is provided to the Town Clerk, the provisions of this HCOD by-law shall expire, and, in such event, the underlying zoning in effect on the date of adoption of this bylaw shall govern the use of the property described in Section 8504

8507. Special Permit Required. The development of a Regional Retail Shopping Mall within the HCOD shall require the issuance of a Highway Corridor Special Permit (HC-SP) by the Planning Board. An application for a HC-SP shall be on a form provided by the Planning Board and shall be submitted in accordance with the rules and regulations of the Planning Board for an HC-SP.

8508. Dimensional Requirements. For a Regional Retail Shopping Center to be eligible to apply for a HC-SP, the following dimensional requirements shall apply in lieu of any other contrary dimensional requirements contained in this By-Law:

- (a) Minimum Area. The parcel or set of contiguous parcels containing the Regional Retail Shopping Center for which the HC-SP is requested shall not be less than eighty (80) acres prior to any dedication of any portion of said parcel or set of contiguous parcels for purposes of, by way of example only, public or private ways, and common or open space areas. All of said eighty (80) acre parcel shall be located exclusively in the Town of Tewksbury and shall be comprised of the HCOD in its entirety.

- (b) Maximum Lot Coverage. The total lot coverage by structures and impervious surfaces shall not exceed fifty-five (55%) percent of the HCOD in its entirety.
- (c) Minimum Frontage. The minimum frontage shall be 150 feet for the contiguous combined area of the Regional Retail Shopping Center.
- (d) Building and Parking Setbacks. The principal structure containing the Regional Retail Shopping Center and all associated parking shall be placed within the Ring Road. No accessory use or structure shall be located within 50 feet of any boundary of the HCOD.
- (e) Maximum Building Height. No building shall exceed more than two (2) stories and sixty (60') feet in height above grade plane; provided, however, that forty percent (40%) of the building may be three (3) stories and eighty (80) feet in height above grade plane. Greater height may be allowed by a separate special permit. Fill shall be limited in depth to the minimum amount required to comply with the Stormwater Management Policy of the Commonwealth's Department of Environmental Protection (DEP). This definition excludes penthouses, bulkheads and other allowable super-structures above the roof line.
- (f) Maximum Building Coverage. The maximum building coverage of any legal subdivided lot within the HCOD Project shall be permitted to have up to a maximum building coverage of one hundred (100%) percent provided that the maximum lot coverage for the project is not exceeded. For purposes of this Section 8500, land use principally dedicated for a coordinated, integrated retail use such as a Regional Retail Shopping Center, shall be deemed to be one lot for density regulation and parking purposes notwithstanding that legal ownership in the land is divided, by lease, in fee or otherwise, among two or more owners.

8508.1 Use Regulations. Within a Regional Retail Shopping Center, the uses available shall be as set forth in the HCOD Table of Uses Available in a Regional Retail Shopping Center, which follows Section 8516 (HCOD Table). There shall be no restriction on combining different categories of use as of right within a Regional Retail Shopping Center other than those imposed by the State Building Code or other federal, state or local regulations. Retenancing within the Regional Retail Shopping Center shall be allowed as of right, where such retenancing complies with such HCOD Table, or by special permit where allowed in compliance with such HCOD Table.

8509. Parking and Loading Standards. The following parking and loading standards shall apply in the HCOD:

- (a) Location. All parking shall be provided within the Ring Road.
- (b) Minimum Parking Ratio. Parking spaces shall be provided at the rate of not less than 4.8 parking spaces per one thousand (1,000) square feet of gross leasable area (GLA).
- (c) Minimum Parking Dimensions. Standard parking spaces shall be nine (9.0') feet wide by eighteen (18') feet deep.
- (d) No Backing. Parking and loading areas shall not require vehicles to back onto an access way or the Ring Road.
- (e) Screening. All loading areas and parking areas for ten (10) or more cars shall provide screening in accordance with Section 5000.

8510. Performance Standards. The development of a Regional Retail Shopping Center in the HCOD shall comply with the following performance standards:

- (a) Sidewalks. Concrete sidewalks are required within the HCOD where necessary for safe pedestrian access and circulation. There shall be a marked pedestrian aisle at each entrance to the building served by the parking lot. Sidewalks must be constructed in accordance with the Planning Board's Subdivision Rules and Regulations and in accordance with the regulations of the Massachusetts Architectural Access Board.
- (b) Landscape Buffer Area. Whenever required by the Planning Board pursuant to the provisions of Section 5400 and this Section 8510, a landscaped buffer area shall consist of natural and intact vegetation or a landscaped strip and may include fences, walls or berms, which shall serve to provide an effective year round visual screening at the time of installation.

The following additional requirements shall pertain to all landscape buffer areas located in the HCOD:

- i. Driveways or other private ways necessary for access and egress to and from the tract for emergency access purposes may cross such buffer areas.
- ii. No vegetation in a buffer area will be disturbed, destroyed or removed, except for construction of and/or normal maintenance of structures and landscapes approved as part of the project.
- iii. The Planning Board may waive the buffer requirement of Section 5400 when it determines that a smaller buffer (or no buffer) will suffice to accomplish the objectives set forth herein.

- iv. A landscape buffer area may be used for passive recreation; it may contain pedestrian, bike or equestrian trails, provided such use does not reduce the effectiveness of the buffer area as year round visual screen. No other uses are permitted in landscape buffer areas.
- v. Wastewater and stormwater management systems serving the HCOD District may be located within the landscape buffer areas.
- vi. All plant materials required by this Section and Section 5400 shall be maintained in a healthful condition. Dead limbs refuse and debris shall be promptly removed. Dead plantings shall be replaced with new live plantings at the earliest appropriate season. Bark mulch and non-plant ground surface materials shall be maintained so as to control weed growth.

- (c) Outdoor Lighting. The key to effective lighting design and outdoor lighting codes is to define the lighting equipment and design criteria that minimize the causes of sky glow, light trespass and glare while providing a comfortable, visually effective, energy efficient and safe / secure outdoor environment. Therefore, outdoor lighting fixtures utilized for lighting parking areas, sidewalks, roadways (except as herein provided), buildings and structures, and recreation and landscape areas shall be designed to improve safety, and to minimize glare and light trespass. All outdoor lighting fixtures except those with an initial output less than 5,000 lumens shall be Semi-Cutoff, Cutoff or Full Cutoff (as defined by the Illuminating Engineering Society of North America's (IESNA) standards to the maximum allowed under the Massachusetts Energy Code) and shall be installed and maintained in such a manner as to be horizontal to the ground so that the cutoff characteristics of the fixture are maintained. Beyond the cutoff requirements set forth herein, all light fixtures shall be located, aimed or shielded so as to minimize light trespass and glare across property boundaries.

No outdoor lighting shall be installed to exceed the maximum maintained luminance levels as recommended by the IESNA for the designated activity. When no maximum level is defined by IESNA, no lighting shall be installed to exceed 400% of the minimum maintained luminance levels as recommended by the Illuminating Engineering Society of North America (IESNA) for the designated activity so as to obtain a uniform luminance level ratio of 4:5. Spacing of poles shall be designed such that the luminance on the ground is uniform to the greatest extent practicable.

The lighting of building facades is allowed and Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.

The following are exempt from the provisions hereof:

- i. The lighting of flags - Cutoff fixtures as defined by the IESNA are not required so long as shielded and directional fixtures are used. Fixtures must be installed and aimed so as to minimize glare, sky glow and light trespass.
- ii. Emergency lighting, used by police, firefighting, or medical personnel, or at their direction for as long as the emergency exists.
- iii. Temporary lighting, such as that used at construction sites or other uses of a temporary nature. However temporary lighting shall be aimed so as to minimize glare and light trespass to adjacent properties and turned off upon the completion of the project.
- iv.. Lighting for Town, State or Federal roadways.

Light pole and all fixture types shall not exceed forty-five (45') feet in height above the average grade around the structure.

Waivers from these provisions may be granted by the Planning Board upon documentation that meeting specific provisions hereof would result in an unsafe condition, impede normal operations or inflict undue financial hardship.

- (d) Reduced Lighting Levels. Lighting levels shall be reduced to security levels within one (1) hour after the close of business or the end of the business activity. Sufficient security lighting shall be permitted at all times.
- (e) Solid Waste Storage. Any accessory receptacle or structure with holding capacity of at least one hundred (100) cubic feet for temporary storage of solid or liquid waste materials, including garbage, rubbish, junk, discarded bulk items and similar waste items shall be screened from all adjacent premises and streets from which it would otherwise be visible in accordance with this By-Law.
- (f) Street Width. The Ring Road shall have a paved surface width of not less than thirty (30') feet and a minimum travel way width of twenty-eight (28') feet. Berming or curbing shall be provided in accordance with the standards of the Planning Board's Subdivision Rules and Regulations.

- (g) Stormwater Management. Stormwater management facilities shall comply with the Stormwater Management Policy of the DEP and the standards of the Planning Board's Subdivision Rules and Regulations.
- (h) Emergency / Public Safety Access. Access to the HCOD site locus from any abutting public or private way, other than the access or Ring Road, so-called, or by means of such other access way not normally open to vehicular traffic, shall be permitted only for the express purpose of allowing emergency and or public safety vehicular access to the HCOD, notwithstanding the underlying zoning district within which such way is located. Such access shall be subject to the reasonable satisfaction of the Tewksbury Fire Department and the Tewksbury Police Department.

8511. Signs. This By-Law is adopted for the regulation and restriction of billboards, signs and other advertising devices within the Town on public ways or on private property within public view of a public way, public park or reservation in order to protect and enhance the visual environment of the Town and the safety, convenience and welfare of its residents.

- (a) Permit Required. No sign shall be erected, refaced or enlarged until a permit is issued by the Sign Officer, except as otherwise provided herein. An application for a permit shall be made on forms furnished by the Sign Officer containing such information, including photographs, plans and scale drawings, as he/she may require. Such permit shall be issued only if the Sign Officer determines that the sign complies or will comply with all applicable provisions of this By-Law. A schedule of fees for such permits may be determined from time to time by the Board of Selectmen.
- (b) Sign Officer. The Building Commissioner is hereby designated as the Sign Officer and is hereby charged with the enforcement of this By-Law. The Sign Officer and his duly authorized agents shall, at reasonable times and upon presentation of credentials, have the power to enter upon the premises on which any sign is erected or maintained in order to inspect said sign.
- (c) Exemptions. The provisions of this section shall not apply to:
 - (i) Temporary signs;
 - (ii) Building numbers;
 - (iii) Public utility identification markings;
 - (iv) Signs or markers required or erected by local, state or federal government;
 - (v) Directional signs not exceeding 150 square feet;
 - (vi) Directional markers not exceeding four (4) square feet, such as arrows or entrance and exit markings;
 - (vii) Any sign limited solely to directing traffic or providing direction or setting out restrictions on the use of parking areas, or designating loading areas, and not exceeding four (4) square feet in area per face.
- (d) Standards. All signs shall conform to the following standards.
 - (i) Movement. No sign shall contain any moving, flashing or animated lights or visible moving parts. A sign consisting solely of indicators of time and/or temperature or of an automatically changing message shall be permitted only upon the issuance of a special permit by the Planning Board.
 - (ii) Illumination. No sign shall be illuminated between the hours of 1 A.M. and 6 A.M. unless, in the case of an accessory sign, the premises on which it is located are open for business. Signs may be illuminated only by the following means:
 1. By a white steady stationary light of reasonable intensity shielded and directed solely at the sign.
 2. By an interior light of reasonable intensity or by neon gas-filled tubes.
 3. Neon lights are prohibited on free-standing signs.
- (e) Electrically Operated Sign. No sign permit shall be issued for an electrically operated sign until the local wiring inspector has issued a permit therefore. Such permit shall be issued only if the proposed sign complies with all requirements and recommendations of the National Electrical Code and Massachusetts Electric Code.
- (f) Color. No sign shall contain red or green lights if such colors would, in the opinion of the Police Chief, constitute a safety hazard.
- (g) Tethered / Floating Devices. Tethered floating or inflated devices of any kind, and banners are prohibited where intended to serve as a sign.
- (h) Accessory Signs. Accessory signs which are permitted in the Business, Commercial and Industrial Districts may be permitted in the HCOD.

- (i) Attached Signs. Attached signs may be erected if firmly affixed to the building. The sign shall not project beyond the face of any other wall of the building or above the highest point of the eave. The sign shall not project more than twelve (12) inches from the face of the wall to which it is attached.
 - (i) The height of each wall mounted Anchor Store Building Sign shall not exceed six (6') feet in height and 350 square feet of sign area. The aggregate length of all such Anchor Store Building Signs shall not exceed in the aggregate seventy-five (75%) percent of the length of the store wall.
 - (ii) If a store has a direct entrance in a wall other than the store front, there may be secondary Anchor Store Building Signs affixed to such wall not to exceed six (6') feet in height, and 350 square feet of sign area, and the aggregate length of all such Anchor Store Signs shall not exceed fifty (50%) percent of the maximum permissible length of the signs on the store front.
 - (iii) One attached wall mounted entry sign per building entrance not to exceed a maximum height of six (6') feet in height and 300 square feet of sign area.
- (j) Standing signs. Standing signs may not be erected within fifteen (15) feet of any street lot line or ten (10) feet of any side lot line. Standing signs are limited to the height set forth below to be measured from the nearest pavement grade to the top of the sign structure. Standing signs may be double faced; however, the permitted area will be measured on one side only.
 - (i) One (1) free standing Reader Board sign not greater than twenty-five (25) feet in height and not to exceed two (200) square feet of sign area per face.
 - (ii) One (1) free standing sign at each entrance, but not more than three (3) such signs. Each such sign shall be not greater than sixty (60) feet in height, and may be a maximum of two (200) hundred square feet per face.
- (k) Awnings. Awnings used as signs shall not project more than thirty-six (36) inches from the face of the wall to which it is attached. The signage on the awning must comply with the size requirements of this Section.
- (l) Special Signs. Signs painted or placed on the inside of the glass of a window shall be permitted, provided that the aggregate area of such sign does not exceed 30 percent of the area of the window glass.
- (m) Temporary Signs. Temporary signs which comply with these By-Laws shall be permitted (other than a temporary sign placed in a window).

Temporary signs which do not comply with these By-Laws may be authorized by a special permit by the Board of Selectmen for private, nonprofit charitable organizations.

8512. Landscaping, Screening and Buffer Requirements. All landscaping, screening and buffer requirements that are requirements in the Commercial (COM) District pursuant to the provisions of Section 5400, Landscaping, Screening and Buffer Requirements, shall also apply in the HCOD District and shall be in addition to those requirements set forth herein under Section 8510(b).

8513. Special Permit Decision. The Planning Board may approve, approve with conditions, or deny an application for a HC-SP, where the Regional Retail Shopping Center complies with the dimensional requirements, parking and loading requirements, and performance standards set forth herein, and after consideration of the criteria set forth in Section 9490 and the following:

- (a) Impact of the Regional Retail Shopping Center on the environment (land and water resources, air quality), public utilities, and traffic safety;
- (b) Impact of the Regional Retail Shopping Center on the economy of the Town, including employment opportunities, contributions to tax base and impact on property values;
- (c) Impact of the Regional Retail Shopping Center on neighborhood character.

8514. Special Permit Conditions. It shall be a condition of any HC-SP that the applicant shall comply with the commitments made by the developer to the Town contained in that certain Development Agreement dated as of May 4, 2004 between the Town and Mills Corporation (a copy of which is available for inspection in the office of the Town Clerk). In addition to the conditions of said Development Agreement, where the Planning Board grants a HC-SP with conditions, the Board may impose additional reasonable conditions, safeguards and limitations on time and use, including, but not limited to, those set forth in Section 9491 and the following:

- (a) If circumstances so warrant, to impose conditions regarding hours of operation, delivery times, and lighting schedule;

- (b) Approved Special Permits and Site Plans shall be recorded in the North Middlesex Registry of Deeds prior to the issuance of any building permits or the start of any construction on site;
- (c) The Planning Board, or its representative, shall have the authority to make inspections during the construction process. All drainage installed on the site shall be inspected and approved by the Planning Board's Consulting Engineers. In the event that the developer does not comply with conditions set forth in the HC-SP, said Special Permit may be modified or revoked after a public hearing held by the Planning Board. The owner of the property shall be responsible for the maintenance and upkeep of the on-site drainage system;
- (d) All development within the approved site shall be conducted in accordance with plans approved by the decision of the Planning Board and with all statutes, laws, rules, and regulations of the Commonwealth of Massachusetts and the Town of Tewksbury.
- (e) If circumstances so warrant, to impose conditions of compliance with recommendations of the Planning Board with regard to ingress and egress to the site locus for emergency and/or safety vehicle purposes.
- (f) If circumstances so warrant, to require continued monitoring of off-site impacts to traffic safety and the environment in site locations immediately abutting the site locus of the HCOD development;
- (g) If circumstances so warrant, to require additional plantings within the site upon review of the as-built plan and after an on-site inspection. The developer shall be required to add more plantings if desired by the Planning Board. This condition, if imposed, must be satisfied prior to any formal release issued by the Planning Board.
- (h) If circumstances so warrant, to require that the property owner shall be responsible for maintenance of the building and landscape area surrounding and abutting any building on site.

8515. **Relation to Other Requirements.** The submittals and special permit of this section shall be in addition to any other requirements of the Subdivision Control Law to the extent that the site or any portion thereof is approved as a subdivision thereunder.

8516. **Inapplicability of Certain Other Regulations.** Where this Section 8500-8516 specifies some standard or makes some other requirement contrary to a requirement elsewhere in this Zoning Bylaw, the provisions of this Section 8500-8516, as may be amended from time to time, shall prevail.

TABLE OF USES AVAILABLE IN REGIONAL RETAIL SHOPPING CENTER

	USES	
A.	RESIDENTIAL USES	
1.	Single-family dwelling	N
2.	Two-Family dwelling	N
3.	Multi-family dwelling	N
4.	Multi-family dwelling/55	N
5.	Community Development Project	N
6.	Cluster Development	N
B.	EXEMPT AND INSTITUTIONAL USES	
1.	Use of land or structures for religious purposes	Y
2.	Use of land or structures for educational purposes on land owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic or by a religious sect or denomination, or by a nonprofit educational corporation	Y
3.	Child care facility in existing building	Y
4.	Child care facility in new building	Y
5.	Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture on a parcel of more than five (5) acres in area	Y
6.	Facilities for the sale of produce, and wine and dairy products on exempt agricultural sites	Y
7.	Cemeteries, private	N
8.	Municipal parks and playgrounds	Y
9.	Other municipal facilities	Y
10.	Essential services	Y

	USES	
11.	Water towers and reservoirs	Y
12.	Hospital	N
C.	COMMERCIAL USES	
1.	Nonexempt farm stand for wholesale or retail sale of products	N
2.	Nonexempt educational use	N
3.	Nonexempt agricultural use	N
4.	Animal clinic or hospital; kennel	N
5.	Personal service establishment	Y
6.	Funeral home	N
7.	Hotel/motel	N
8.	Bed and Breakfast	N
9.	Retail food or drug store	Y
10.	Retail sale of alcoholic beverages	Y
11.	Retail sales not elsewhere set forth	Y
12.	Motor vehicle, motorcycle, trailer, snowmobile, or boat sales and rental	N
13.	Motor vehicle light service; Motor vehicle general and body repair	N
14.	Car wash	N
15.	Garage for automotive storage	Y
16.	Limousine, taxicab or livery business	N
17.	Automotive stereo systems installations	PB
18.	Restaurant	Y
19.	Restaurant, fast- food or drive-through	Y
20.	Business or professional office	Y
21.	Freestanding ATM or kiosk for public use	N
22.	Adult day care	N
23.	Indoor commercial recreation; provided, however, that such use shall not Exceed 30% of the GLA without authorization by a separate special permit of the Planning Board	Y
24.	Outdoor commercial recreation	PB
25.	Membership club, civic, social, professional or fraternal organization	N
26.	Adult use establishment	N
27.	Wireless Communications Facility	N
28.	Airport, airfield or airstrip	N
29.	Mobile parked food service	N
30.	Itinerant roadside vending	N
31.	Massage parlor	N
32.	Major Commercial Project	NOT APPLICABLE
33.	Massage Therapy (Licensed)	N
34.	Garaging or parking of one light commercial vehicle. (Accessory use only)	Y
35.	Garaging or parking of two light commercial vehicles. (Accessory use only)	Y
36.	Garaging or parking of three or more light commercial uses (Accessory use only)	Y
37.	Garaging or parking of one heavy commercial vehicle (Accessory use only)	Y
38.	Garaging or parking of two or more heavy commercial vehicles (Accessory use only)	Y
39.	Drive-through facility	PB
40.	Casino, gambling facility	N
D.	INDUSTRIAL USES	
1.	Removal of loam, sand or gravel	N
2.	Research laboratories, manufacture of equipment, electronics industry, assembling of electrical appliances	N

	USES	
3.	Welding shop	N
4.	Machine shop	N
5.	Stone or monument works	N
6.	Ceramic products manufactured by electrical kilns	N
7.	Manufacturing	N
8.	Manufacturing, Light	N
8.	Sale of products at retail manufactured on the premises	N
9.	Wholesale, warehouse, self-storage mini-warehouse, or distribution facility	N
10.	Farm supply warehouse	N
11.	Heating fuel storage and sales	N
12.	Contractor's yard or landscaping business	N
13.	Junkyard or automobile salvage yard	N
14.	Transportation or freight terminal	N
15.	Truck stop	N
16.	Steel Fabrication	N

ARTICLE 4

To see if the Town will vote to transfer the following sums or take any action relative thereto:

FROM:		TO:	
Fire Salaries-Terminal Leave Reserve	\$ 26,606.00	Police-Salaries	\$ 4,811.00
		Town Manager-Salaries	\$ 1,812.00
		Dept of Public Works-Salaries	\$ 2,400.00
		Library-Salaries	\$ 2,798.00
		Administrative Services-Salaries	\$ 852.00
		Town Clerk-Salaries	\$ 572.00
		Building Dept-Salaries	\$ 1,876.00
		Council on Aging-Salaries	\$ 1,072.00
		Accounting-Salaries	\$ 1,337.00
		Computer Service-Salaries	\$ 805.00
		Assessor-Salaries	\$ 639.00
		Treasurer/Collector-Salaries	\$ 1,064.00
		Community Development-Salaries	\$ 1,787.00
		Fire-Salaries	\$ 1,964.00
		Health-Salaries	\$ 1,503.00
		Veterans-Salaries	\$ 303.00
		Recreation-Salaries	\$ 1,011.00
		Total	\$ 26,606.00

Town Manager

Motion: The Finance Committee motioned to Adopt Article 4.
Town Manager, David Cressman, motioned to Amend Article 4.

Voted: The Town Manager's Amendment was Adopted.
Article 4 was Adopted, as Amended.

7:05 PM May 5, 2004

7:05 PM May 5, 2004

AMENDMENT:

To provide for salary increases for full-time Group B Personnel Relations Review Board employees of 1% effective July 1, 2003 and further increase said salaries by 1% effective July 1, 2004 and by 2% effective July 1, 2005 and effective January 1, 2006 add to the top of the salary range for each position a new step that is four percent higher than the current top salary step and to provide salary increases by merit increases of up to one percent effective July 1, 2003, of up to two percent effective July 1, 2004 and of up to six percent effective July 1, 2005 for Group A Personnel Relations Review Board employees.

Executive Summary: This article sets aside funds to pay for future negotiated pay increases for PRRB Town employees.

ARTICLE 5

To see if the Town will vote to authorize the School Department to spend \$35,510.24 from the E-Rate Account for purposes of paying for School Department technology expenses.

School Committee

Motion: The Finance Committee motioned to Adopt Article 5, and authorize \$35,350.24 be spent for the purpose of the Article.

Voted: Article 5 was Adopted.

7:06 PM May 5, 2004

It was brought to the Moderator's attention that the monetary figure was incorrect, in the Finance Committee's motion; the amount should read \$35,510.24.

The Moderator motioned to Reconsider Article 5, (as permitted by the Town Bylaws 2.04.110), and this motion was Adopted.

7:08 PM May 5, 2004

The Moderator moved the corrected amount of \$35,510.24 and this motion was Adopted.

Article 5 was Adopted, as Corrected.

7:09 PM May 5, 2004

Executive Summary: The School Department is requesting that the Town authorize the expenditure of the \$35,510.24, which is in the E-Rate Account for the purposes of paying for School Department technology expenses. These funds were generated from the implementation of the Telecommunications Act of 1996 and are the direct result of discounts for technology services that were provided to the School Department. These discounts were generated in the form of checks and deposited by the Town of Tewksbury. The intent of the Act was to offset the cost to the School Department of affordable access to modern telecommunications and information services.

ARTICLE 6

To see if the Town will vote to convey to the Conservation Commission a certain parcel of land located northwesterly of Pinnacle Street in the Town of Tewksbury, County of Middlesex, Commonwealth of Massachusetts, bounded and described as follows:

Beginning at a point on the Andover Tewksbury town line as it existed prior to 1903, said point being North 50' west a distance of eight hundred fifteen feet (815') from Pinnacle Street, thence

- (1) South 25 degrees west a distance of two hundred thirty one feet (231') more or less to a point, thence
- (2) North 77 ½ degrees west a distance of three hundred and sixty six feet (366') to a point, thence
- (3) North 71 degrees west a distance of six hundred sixty feet (660') more or less to a point thence
- (4) South 87 degrees west a distance of three hundred thirty feet (330') more or less to a point, thence
- (5) North 12 degrees west a distance of two hundred ninety seven feet (297') more or less to a point, thence
- (6) North 62½ degrees East a distance of six hundred ninety three feet (693') more or less to a point, thence
- (7) South 50¾ degrees East a distance of 1095 feet (1095') more or less along the old town line to the point of beginning.

Excepting the land conveyed by Amos Blanchard to the Lowell-Lawrence Railroad in 1894. Containing 15 acres more or less. Being a portion of lot 33 on Town of Tewksbury assessor map 92. For the purpose of protecting wildlife that live in the high and low grounds while also maintaining connectivity of abutting state forest and existing conservation and wetland.

Jay Axson and Others

Motion: The Finance Committee motioned to Indefinitely Postpone Article 6.

Mr. Jay Axson motioned to Adopt Article 6.

Voted: The Finance Committee's motion for Indefinite Postponement Failed.

7:20 PM May 5, 2004

Mr. Axson's motion to Adopt Article 6, was Adopted.

Article 6 was Adopted.

7:20 PM May 5, 2004

Executive Summary: The intent of this article is to place a lot of town owned forest into conservation protection to preserve the habitat for variety of wildlife species, including large mammals such as the white-tailed deer. The land is a connective green space within a belt of existing protected forest and conservation land.

ARTICLE 7

To see if the Town will vote to transfer from Fire Salaries-Terminal Leave the sum of \$33,583 to implement the labor agreement recently signed with Local 833 of AFSCME to be distributed during FY04 among the following salary accounts:

FROM:		TO:	
Fire Salaries-Terminal Leave Reserve	\$ 33,583.00	Accounting-Salaries	\$ 221.00
		Computer Service-Salaries	\$ 447.00
		Assessor-Salaries	\$ 1,524.00
		Treasurer/Collector-Salaries	\$ 1,769.00
		Town Clerk-Salaries	\$ 1,369.00
		Community Development-Salaries	\$ 403.00
		Police-Salaries	\$ 5,203.00
		Fire-Salaries	\$ 304.00
		Dept of Public Works-Salaries	\$ 18,448.00
		Health-Salaries	\$ 487.00
		Council on Aging-Salaries	\$ 364.00
		Library-Salaries	\$ 3,008.00
		Total	\$ 33,583.00

Town Manager

NOTE: The TO: column adds to \$33,547.00

Motion: The Finance Committee motioned to Adopt Article 7.

Voted: Article 7 was Adopted.

7:21 PM May 5, 2004

Executive Summary: The intent of this article is to transfer funds for a new labor agreement with Local 833, AFSCME and implement the labor agreement.

ARTICLE 8

To see if the Town will vote to transfer the sum of \$5,994 from Fire Salaries-Terminal Leave and \$10,249 from Fire Salaries-Encumbrances to implement the labor agreement recently signed with the Superior Officers Association to be distributed during FY04 to the following Account:

FROM:		TO:	
Fire Salaries-Terminal Leave	\$ 5,994.00	Police-Salaries	\$ 16,243.00
	\$ 10,249.00		
	\$ 16,243.00		

Town Manager

Motion: The Finance Committee motioned to Adopt Article 8.

Voted: Article 8 was Adopted.

7:21 PM May 5, 2004

Executive Summary: The intent of this article is to transfer funds for a new labor agreement with the Superior Officers Association and implement the labor agreement.

ARTICLE 9

To see if the Town will vote to transfer the sum of \$19,600 from Fire Salaries-Encumbrances to implement the labor agreement recently signed with International Brotherhood of Police Officers to be distributed during FY04 to the following salary account:

FROM:		TO:	
Fire Salaries-Encumbrances	\$ 19,600.00	Police-Salaries	\$ 19,600.00

Town Manager

Motion: The Finance Committee motioned to Adopt Article 9.
Voted: Article 9 was Adopted.

7:22 PM May 5, 2004

Executive Summary: The intent of this article is to transfer funds for a new labor agreement with the International Brotherhood of Police Officers and implement the labor agreement.

ARTICLE 10

To see if the Town will vote to transfer the sum of \$36,217 from Fire Salaries-Encumbrances to implement the labor agreement recently signed with the International Association of Fire Fighters, Local 1647 to be distributed during FY04 to the following salary account.

FROM:		TO:	
Fire Salaries-Encumbrances	\$ 36,217.00	Fire-Salaries	.\$ 36,217.00
Town Manager			

Motion: The Finance Committee motioned to Adopt Article 10.
Voted: Article 10 was Adopted.

7:22 PM May 5, 2004

Executive Summary: The intent of this article is to transfer funds for a new labor agreement with the International Association of Fire Fighters Local 1647 and implement the labor agreement.

ARTICLE 11

To see if the Town will vote to authorize the Board of Selectmen to petition the State Legislature to allow the Town of Tewksbury to borrow a sum of money for up to twenty years for the Town's liability for the cost of remediation of the Sutton Brook Disposal Site (Rocco's Landfill) and expenses incidental and related thereto and to issue bonds or notes of the Town therefore; and that the Town Manager is authorized to expend these funds with respect to the purpose of the borrowing or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 11.
Voted: Article 11 was Adopted.

7:23 PM May 5, 2004

Executive Summary: The Town is negotiating its liability for the remediation of the Sutton Brook disposal site. However, the Town does not currently know the amount of the liability and lacks authority under Massachusetts General Laws to borrow for this purpose for more than a year. Therefore, a settlement without borrowing could have a very detrimental impact on the Town's budget for existing operations. Thus, the Town Manager is requesting a Special Act to authorize long term bonding if necessary.

ARTICLE 12

To see if the Town will vote to appropriate the sum of \$61,000 to be expended by the Town Manager, for the construction and/or reconstruction of a portion of Michael St in the Town of Tewksbury including other costs incidental and related thereto; to authorize the Board of Selectmen to acquire any necessary easements by gift, purchase or eminent domain, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore and that street betterments are to be assessed by the Board of Selectmen, based upon the uniform rate method, or take any other related action.

Town Manager

Motion: That the Town vote to appropriate the sum of \$61,000 to be expended by the Town Manager, for the construction and/or reconstruction of a portion of Michael St in the Town of Tewksbury including other costs incidental and related thereto; that the Board of Selectmen is hereby authorized to acquire any necessary easements by gift, purchase or eminent domain, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes therefore, and that street betterments are to be assessed by the Board of Selectmen based upon the uniform unit method.

Motion: The Finance Committee motioned to Indefinitely Postpone Article 12.
Town Manager, David Cressman, motioned to Adopt Article 12.
The Board of Selectmen concurred.

Voted: The Finance Committee's motion for Indefinite Postponement Failed. 7:27 PM May 5, 2004
Article 12 was Adopted. 30 YES, '0' NO Unanimous Vote. 7:28 PM May 5, 2004

Executive Summary: Residents of Michael St have requested that the Town perform reconstruction work on portions of that street and have agreed to reimburse the Town for the work in the form of betterments to be assessed to the property owners based on the frontage each has on said street.

ARTICLE 13

To see if the Town will vote to amend Article 13 of the May, 2000 Annual Town meeting to change the purpose for which a portion of the funds could be borrowed from the installation of a booster pump for the Astle St Water Tower to the installation of an automatic control valve on Trull Rd or in the vicinity of the intersection of Trull Rd and Andover Street or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 13.

Voted: Article 13 was Adopted. 27 YES, '0' NO Unanimous Vote. 7:28 PM May 5, 2004

Executive Summary: This article requests a change in the purpose for which a portion of the funds were borrowed under Article 13 of the May, 2000 Annual Town Meeting. The original article asked the Town for funds to install a booster pump to move water in and out of the Astle St Water Tank. It has recently been determined that a more feasible and efficient solution to the Town's water distribution problem would be to install a control valve on Trull Rd or in the vicinity of Trull Rd and Andover Street to accomplish the same objective.

ARTICLE 14

To see if the Town will vote to approve \$2,927.48 to pay the following outstanding bills of a previous fiscal year and that to raise such appropriation the Town will transfer \$2,927.48 from the following accounts:

Unpaid Bills		
Computer Services-Operating	Thompson/Sheshunoff	\$ 763.90
Police-Operating	Massachusetts Electric	\$ 368.25
DPW-Operating	Massachusetts Electric	\$1,482.16
Library-Operating	Massachusetts Electric	\$ 313.17
Total		<u>\$2,927.48</u>

Transfer From	
Accounting-Salaries	\$2,927.48

Town Manager

Motion: The Finance Committee motioned to Amend Article 14 and Adopt, as Amended.

Voted: The Finance Committee's Amendment was Adopted. 7:29 PM May 5, 2004
Article 14 was Adopted, as Amended. 22 Yes, '0' NO Unanimous Vote (9/10's vote required) 7:30 PM May 5, 2004

AMENDMENT:

Replace "Massachusetts Electric" with "Constellation NewEnergy".

Executive Summary: According to Massachusetts General Laws bills that are late or lacked available funds from prior years must be approved by Town Meeting before payment can be made.

ARTICLE 15

To see if the Town will vote to transfer the following sums or take any other action related thereto:

FROM:

TO:

Cable TV-Operating	\$ 8,359	School-Salaries	\$ 8,359
Fire & Liability Ins	\$ 10,000	BOS-Legal	\$ 10,000
Veterans-Salaries	\$ 8,700	Town Counsel-Operating	\$ 20,000
Police-Salaries	\$ 28,000	Dog Officer-Operating	\$ 900
Town Clerk-Salaries	\$ 2,500	Admin Ser-Postage	\$ 2,000
Accounting-Salaries	\$ 4,072	Dog Officer-Salaries	\$ 4,620
Town Hall-Salaries	\$ 1,000	DPW-Salaries	\$ 13,000
Street Lights-Operating	\$ 5,500	Town Mgr-Salary Escrow	\$ 61,067
Health-Salaries	\$ 2,000	Recreation-Salaries	\$ 8,800
Planning-Salaries	\$ 1,200	Aux Bldgs-Operating	\$ 4,000
Treasurer/Coll-Operating	\$ 848	Town Manager-Salaries	\$ 500
Fire-Salaries-Encumbrances	\$ 61,067		
Total	\$ 133,246		\$ 133,246

Town Manager

Motion: The Finance Committee motioned to Amend Article 15 and Adopt Article 15, as Amended.

Voted: The Finance Committee's Amendment was Adopted.

7:30 PM May 5, 2004

Article 15 was Adopted, as Amended.

7:30 PM May 5, 2004

AMENDMENT:

Change the following amounts in the FROM column:

Police-Salaries from \$28,000 to \$ 2,000 - Treasurer/Collector Operating from \$848 to \$13,848

Add the following amounts in the FROM Column:

Assessor Salaries \$2,000 - Library Gift \$1,500

Change the total of the FROM Column to \$123,746

Change the following amounts in the TO Column:

BOS-Legal from \$10,000 to \$ 6,000

Town Counsel-Operating from \$20,000 to \$24,000

DPW-Salaries from \$13,000 to \$4,000

Aux Bldgs-Operating from \$4,000 to \$2,000

Add the following amounts in the TO Column:

Library Operating \$1,500

Change the total of the TO Column to \$123,746

Executive Summary: This article transfers funds from accounts with projected surpluses to accounts with projected deficits

ARTICLE 16

To see if the Town will vote to transfer the sum of \$5,000 from the Selectmen's Salary Account to the Ryan School Gift Account to be expended by the School Department for the purchase of furnishings and/or equipment for the John F. Ryan Elementary School or take any other action relative thereto.

Board of Selectmen

Motion: The Finance Committee motioned to Amend Article 16 and Adopt, as Amended.

Voted: The Finance Committee's Amendment was Adopted.

7:31 PM May 5, 2004

Article 16 was Adopted, as Amended.

7:31 PM May 5, 2004

FINANCE COMMITTEE'S AMENDMENT:

Insert "and/or field trips" after the word "equipment"

Executive Summary: Selectmen John Ryan has requested that his annual salary be donated to the Tewksbury School Department for the purpose of furnishing and equipping the John F. Ryan Elementary School.

ARTICLE 17

To see if the Town will vote to transfer \$125,989.61 from the Rubbish Stabilization Encumbrance Account to a new special revenue fund – “Sutton Brook Remediation”, or take any other related action.

Town Manager

Motion: The Finance Committee motioned to Adopt Article 17.
Voted: Article 17 was Adopted. 7:32 PM May 5, 2004

Executive Summary: This article will allow the Town to set aside funds that will be needed in FY04 and future fiscal years to pay for the Sutton Brook Remediation as required by the EPA based on a signed agreement.

ARTICLE 18

To see if the Town will vote to raise and appropriate or transfer a sum of funds to provide for a merit increase for Department Heads effective July 1, 2003 and adjust the pay scale to reflect said merit increase and transfer the funds to the appropriate departments and to further increase Department Head salaries by merit increases as of July 1, 2004 and July 1, 2005 based on funds appropriated for such purpose each year or take any action relative thereto:

Transfer From:		Transfer To: (FY04 Merit Increase)	
Fire Salaries	\$ 13,914	Town Manager-Salaries	\$ 718
		Accounting-Salaries	\$ 1,391
		Computer Serv-Salaries	\$ 810
		Assessor-Salaries	\$ 655
		Treas/Coll-Salaries	\$ 1,123
		Community Dev-Salaries	\$ 1,305
		Police-Salaries	\$ 2,744
		Building-Salaries	\$ 672
		DPW-Salaries	\$ 1,433
		Health-Salaries	\$ 678
		Council on Aging-Salaries	\$ 646
		Veterans-Salaries	\$ 303
		Library-Salaries	\$ 764
		Recreation-Salaries	\$ 672
		Total	\$13,914

Town Manager

Motion: Town Manager, David Cressman, motioned to Withdraw Article 18.
Voted: Article 18 was Withdrawn. 7:32 PM May 5, 2004

Executive Summary: The intent of this article is to provide merits increases for Department Heads in FY04, FY05 and FY06.

ARTICLE 19

To see if the Town will vote to appropriate the sum of \$180,000 to be expended by the Town Manager, for the replacement of water mains and improvement of drainage on Kendall/Livingston/Brentwood Streets and/or other areas of Town, including costs incidental and related thereto; to authorize the Board of Selectmen to acquire any necessary easements by gift, purchase or eminent domain, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, or take any related action.

Town Manager

Motion: That the Town vote to appropriate the sum of \$180,000 to be expended by the Town Manager for the replacement of water mains and improvement of drainage on Kendall/Livingston/Brentwood Streets and/or various other areas of Town, including costs incidental and related thereto; that the Board of Selectmen is hereby authorized to acquire any necessary easement by gift, Purchase or eminent domain, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Sections 7 and 8 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes therefore, or take any other related action.

Motion: The Finance Committee motioned to Adopt Article 19.

Voted: Article 19 was Adopted. 22 Yes, '0' No Unanimous Vote. 7:33 PM May 5, 2004

Executive Summary: This article asks the Town to approve borrowing funds to replace old water mains and improve drainage on certain sections of Kendall, Livingston and Brentwood Streets.

ARTICLE 20

To see if the Town will vote to re-zone the Southerly portion of the property being shown as Lot "A" on a plan entitled "plan of Load in Tewksbury, Mass.," dated December 7, 1981, last revised March 2, 1982, recorded with Middlesex North District Registry of Deeds in Plan Book 136, Plan 90, and further shown at Assessors Map 34, Lot 80, as said portion of said Lot A is described below, from Residential (R-40) to Commercial (COM); and, to amend the appropriate provisions of Appendix D, Zoning Map - Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the "Town of Tewksbury Zoning Map dated March 27, 2002" on file with the Town Clerk.

Said property being more fully described as follows:

Beginning at a point which is two hundred and ninety-one (291) feet southwest of Main Street and seventy seven and 70/100 (77.70) feet northwest of land of formerly Roger B. Oliver now believed to be Ann Walsh, Tewksbury Assessor's Map 34 Lot 12; thence South 46° 04' 33" West a distance of two hundred fifty one and 85/100 (251.85) feet to a point; thence North 43° 13' 53" West a distance of two hundred forty one and 63/100 (241.63) feet to a point; thence North 74° 21' 39" West a distance of eight hundred sixty nine and 20/100 (869.20) feet to a point; thence North 5° 24' 58" East a distance of forty seven and 08/100 (47.08) feet to a point; thence South 89° 25' 59" East a distance of four hundred and fifty four and 82/100 (454.82) feet to a point; thence North 71° 01' 09" East a distance of one hundred fifty two and 86/100 (152.86) feet to a point; thence South 62° 27' 00" East a distance of five hundred and 37/100 (500.37) feet to a point, thence Southeasterly by a curve to the right, having a radius of seven hundred forty seven and 41/100 (747.41) feet, a distance of one hundred eighty two and 87/100 (182.87) feet, to the point of beginning.

Said above described portion of Parcel A contains 4.49 acres, more or less.

(Ref. Article 3 of the March 18, 1992 Special Town Meeting; Article 61 of the 1979 Town Meeting).

The above described parcel is shown on a plan entitled, "Proposed Zoning Change Plan, Main Street (Rte 38), Tewksbury, Massachusetts"; prepared for Tewksbury Equity Partners, LLC; prepared by Cuoco & Cormier Engineering Associates, Inc., 170 Main Street, Unit 112, Tewksbury, Massachusetts; dated March 1, 2004, said plan on file with the office of the Town Clerk and the office of the Planning Board.

Janet Plonka and Others

Motion: Planning Board Chairman, David Plunkett, motioned to Adopt Article 20.

Voted: Article 20 was Adopted. 23 Yes, '0' NO Unanimous Vote. 7:35 PM May 5, 2004

Executive Summary: The purpose of this Article is to re-zone the Southerly portion of the property located at a distance greater than 293 feet from Main Street at Assessors Map 34, Lot 80, all as described below, from Residential (R-40) to Commercial (COMM). Prior to March 1992, the entire parcel consisting of 13.74 acres was zoned for commercial use. At the March 18, 1992 Town Meeting, however, Town Meeting approved an Article that re-zoned to Commercial (COM) two hundred ninety-one (291') feet on each side of Main Street from the Lowell Line to the Wilmington Line, where the frontage of a lot of land was on Main Street. Because the depth of this parcel was greater than 291' in distance, this zoning change inadvertently changed by default the zoning of the Southerly portion of this parcel consisting of approximately 4.49 acres to Residential (R-40). The parcel is presently being used for commercial purposes, and the adoption of this Article would restore the zoning of the entire parcel to commercial.

Beginning at a point on the southerly line of Andover Street at the intersection of the easterly line of North Street, said point being the north west corner of land of now or formerly Joseph Marques, thence; Easterly along the southerly line of Andover Street, a distance of 1,198 feet, more or less, to a point at the northeast corner of land now or formerly of Yvon Cormier Construction Company, thence; Southwesterly along said Cormier land and land now or formerly of Marc & Gerald Weitz a distance of 660 feet, more or less, to a point, thence; westerly by land now or formerly of Stephen & Eleanor Pirello a distance of 68.46 feet, more or less, to a point at the northeast corner of land now or formerly of Frank & Marie Ciccolella, thence; Southwesterly by said Ciccolella a distance of 279.55 feet more or less, to a point on the northwesterly line of North Street, thence; Northwesterly by said easterly line of North Street a distance of 670 feet, more or less to the point of beginning.

Meaning and intending to describe Lots 2, 3, 4, 5 and 6 on Tewksbury Assessor's Map 53 and Lots 45, 46, 47, 48, 49, and 50 on Tewksbury Assessor's Map 39.

Joseph Marques and Others

Motion: The Planning Board deferred to Attorney Richard O'Neill.

Attorney O'Neill motioned to Withdraw Article 21, without prejudice.

Voted: Article 21 was Withdraw, without prejudice.

7:36 PM May 5, 2004

Executive Summary: The purpose of this Article is to rezone the described Parcels from Residential (R-40) to North Tewksbury Village District/55 (NTVD/55). The purpose of the North Tewksbury Village District is to provide a convenient multi-family residential area that enhances the historic integrity of the area and to serve as a transition area between commercial and industrial development, and the residential and historical homes abutting this area. This bylaw is intended to be used in conjunction with other regulations adopted by the Town, including historic district regulations, site plan review and other local bylaws designed to encourage appropriate and consistent patterns of village development in the Town. This section is not intended to intended to supersede, modify or conflict with the powers and duties delegated to the Planning Board pursuant to the Subdivision Control Law, M.G.L. c.41, ss: 81K - 81GG.

The described Parcels all abut a major roadway (Andover Street/North Street) that handles large volumes of commercially generated traffic. Present uses include business and professional office, fast-food restaurants, manufacturing, research and development laboratories, hotel/motels, and transportation facilities.

ARTICLE 22

To see if the Town will vote to amend the Zoning Bylaw, to include therein a new Section 7500, North Tewksbury Village District/55; and, to amend the appropriate provisions of Appendix A, Table of Use Regulations, Appendix B, Table of Dimensional Requirements, Appendix C, Table of Parking Requirements, and Appendix D, Zoning Map - Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the "Town of Tewksbury Zoning Map dated March 27, 2002" on file with the Town Clerk.

Joseph Marques and Others

Motion: Attorney Richard O'Neill motioned to Withdraw Article 22, without prejudice.

Voted: Article 22 was Withdrawn, without prejudice.

7:37 PM May 5, 2004

Executive Summary: The purpose of the North Tewksbury Village District/55 zoning bylaw is to provide a convenient multifamily residential area that enhances the historic integrity of the North Tewksbury Village area and to further serve as a transition area between commercial and industrial development, and the residential and historical homes abutting this area. This bylaw is intended to be used in conjunction with other regulations adopted by the Town, including historic district regulations, site plan review and other local bylaws designed to encourage appropriate and consistent patterns of village development in the Town. This section is not intended to intended to supersede, modify or conflict with the powers and duties delegated to the Planning Board pursuant to the Subdivision Control Law, M.G.L. c. 41, ss. 81K - 81GG.

7500. MULTIPLE FAMILY DWELLINGS IN THE NORTH TEWKSBURY VILLAGE DISTRICT/55

7501. Purpose and Intent: The purpose of the North Tewksbury Village District is to provide a convenient multi-family residential area that enhances the historic integrity of the area and to serve as a transition area between commercial and industrial development along the southerly side of Andover Street from the Route 495 / Route 133 highway interchange, and the intersection of Andover Street and the easterly side of North Street, and the residential and historical homes abutting this area. This bylaw is intended to be used in conjunction with other regulations adopted by the Town, including historic district regulations, site plan review and other local bylaws designed to encourage appropriate and consistent patterns of village development in the Town. This

section is not intended to supersede, modify or conflict with the powers and duties delegated to the Planning Board pursuant to the Subdivision Control Law, M.G.L. c. 41, ss: 81 K - 81GG.

7502. Definitions:

North Tewksbury Village (Overlay) District/55 (NTVD/55): An age restricted overlay district established by the Town Meeting as an area in which village style multi-family residential development should be encouraged.

7503. Overlay District: The NTVD/55 is an overlay district superimposed on all underlying zoning districts. All uses permitted by right or by special permit in the pertinent underlying zoning district shall be similarly permitted in the NTVD/55 subject to the provisions of this Section. Where the NTVD/55 authorizes uses not otherwise allowed in the underlying district, the provisions of the NTVD/55 shall control.

7504. Special Permits:

Multiple-family dwellings for persons over the age of 55 will be permitted only upon the issuance of a special permit by the Planning Board. The following eligibility standards apply:

- i. Where proposed for multiple family dwellings, the site shall have a minimum lot area of 4 acres with 150 feet of frontage on a public way. By special permit, the Planning Board may vary the requirement of 150 feet of frontage on a public way to not less than 40 feet of frontage on a public way provided that a suitable private access road into the site area can be constructed with the reduced frontage. These provisions shall not apply to the development of single-family dwellings.
- ii. Such multiple family dwellings for persons over the age of 55 may also be authorized by special permit in the Commercial District and the Multiple Family District.
- iii. An application for a special permit shall be filed in accordance with the regulations set forth in Section 9300.

7505. Parking. Provision shall be made for not less than two (2) parking spaces per unit, one (1) of which shall be completely enclosed. Detached parking garages will be permitted and designed so as to complement the building design and site layout, but shall not be constructed within the setback areas.

- (a) Enclosed parking spaces shall be 10 feet in width and 20 feet in length; unenclosed parking spaces shall be not less than 9 feet wide and 18.5 feet in length.
- (b) Additional enclosed or unenclosed parking spaces shall be provided for guests and recreational areas as indicated below:

Guest	1 parking space per two dwelling units
Tennis Court	2 parking spaces per court
Recreation buildings/swimming pools	1 parking space per 10 dwelling units, but not less than 10 parking spaces

7506. Design Standards. A multiple family dwelling shall meet the following standards:

- (a) Not more than 100 dwelling units shall be authorized by special permit. Commercial and industrial uses are prohibited.
- (b) All lighting shall be directed away from adjoining property.
- (c) All utilities shall be installed underground using standards promulgated by the Planning, Health, Building and DPW Departments of the Town of Tewksbury and sewage shall be disposed of by means of adequate connections as required by State and local Departments and Board of Health.
- (d) There shall not be more than a maximum of seven (7) units per acre nor more than fourteen (14) bedrooms per acre. This will allow for flexibility in the number of bedrooms per unit to vary from 1 to 3 bedrooms. No more than 5% of the total MFD site area within the wetlands and/or flood plain shall be used in calculating the density requirements of site. If more than 5% of the total MFD site area is in wetlands and/or flood plains that exceed the 5% requirement shall be deleted from the area used to determine density requirements.
- (e) The maximum coverage of the site available for use by all buildings, including garages, and carports shall not exceed 30 percent of the site area.
- (f) The maximum building height shall be 35 feet measured from base floor level.
- (g) Any roadway/dedway located in an area that is within 50 feet of a property line shall be shielded from the property line by a planting or shielding type trees satisfactory to the Planning Board between the roadway and property line for the entire length of the roadway within the 50 foot area. This planting shall be in addition to any

existing vegetation between the property line and the proposed roadway and shall be placed a maximum of 10 feet apart.

- (h) Walkways, tables, benches, flowering bushes/trees may be allowed in 50 to 100 foot buffer areas at the discretion of the Planning Board to improve the aesthetics of the site area.
- (i) Television, radio and communications services shall be supplied by a central system with underground connections.

7507. Distance Parameters. The Planning Board shall determine the distance between the buildings that are structurally connected together by roofing, fencing or other means but not enclosed or heated. The distance parameters will be determined on the aesthetics, created by the design, practicality of design, and the effect on the development by the design. The Planning Board shall determine any distance parameters between buildings not covered under this Zoning By-Law. Within the site area the following distance parameters shall apply:

- (a) Any building abutting the main roadway within the site development shall have a minimum distance of 17 feet from the closest exterior protruding surface of the building (steps, decks, balconies) to the edge of the traveled way segment of the roadway. (Berm is not considered part of a traveled way).
- (b) Any building abutting the main roadway within the site development with parking facilities between the main roadway and the building shall have a minimum distance of 45 feet from the closest exterior protruding surface of the building (decks, balconies, steps) to the edge of the traveled way segment of the roadway. There shall be a minimum 2 foot landscaped buffer strip between the edge of the traveled way and the parking area with allowances for drive entrances and exits.
- (c) No proposed structure shall be located nearer than 50 feet from any public way.
- (d) Separate, enclosed garages, assigned to a specific building may be located no closer than 30 feet from the closest points on the buildings (decks, balconies, steps) to the closest entrance to the garage
- (e) No building within the site area shall be constructed within 50 feet of any perimeter border of site or 100 feet from any public way providing access to the site.
- (f) The minimum distance between buildings on site not structurally connected together shall be as listed below:

NO PARKING AND/OR ROADWAY BETWEEN BUILDINGS

Between the side of one building and the side of another building	25 feet
Between the side of one building and the rear of another building	30 feet
Between the side of one building and the front of another building	40 feet
Between the front of one building and the front of another building	60 feet
Between the front of one building and the rear of another building	60 feet
Between the rear of one building and the rear of another building	60 feet

PARKING AND/OR ROADWAY BETWEEN BUILDINGS

No parking allowed between the side of one building and the side of another building	
Between the side of one building and the rear of another building	58 feet
Between the side of one building and the front of another building	70 feet
Between the front of one building and the front of another building	100 feet
Between the front of one building and the rear of another building	80 feet
Between the rear of one building and the rear of another building	58 feet

7508. Special Permit to Vary Requirements. The Planning Board by special permit may vary the distance parameters if in the opinion of the Planning Board the site development plan would be improved.

7509. Open Space.

- (a) Suitable recreational facilities shall be provided on the required open space. Not less than 25% of the upland area of the site available for use shall remain free from structures, parking and drives, and such area shall be left either in its natural state, attractively landscaped, or developed for uncovered recreational facilities.
- (b) The owner or owners shall be responsible for the maintenance of common areas, including but not limited to snow plowing within the site limits and rubbish disposal. No outside burning of rubbish or inside incineration shall be permitted.

7510. Special Permit Granting Authority (SPGA). The special permit granting authority (SPGA) for this bylaw shall be the Planning Board.

7511. Parking. Provision shall be made for not less than two (2) parking spaces per unit, one (1) of which shall be completely enclosed. Detached parking garages will be permitted and designed so as to complement the building design and site layout, but shall not be constructed within the setback areas.

- (a) Enclosed parking spaces shall be 10 feet in width and 20 feet in length; unenclosed parking spaces shall be not less than 9 feet wide and 18.5 feet in length.
- (b) Additional enclosed or unenclosed parking spaces shall be provided for guests and recreational areas as indicated below:

Guest	1 parking space per two dwelling units
Tennis Court	2 parking spaces per court
Recreation buildings/swimming pools	1 parking space per 10 dwelling units, but not less than 10 parking spaces

7512. Design Standards. A multiple family dwelling shall meet the following standards:

- (a) Not more than 100 dwelling units shall be authorized by special permit. Commercial and industrial uses are prohibited.
- (b) All lighting shall be directed away from adjoining property.
- (c) All utilities shall be installed underground using standards promulgated by the Planning, Health, Building and DPW Departments of the Town of Tewksbury and sewage shall be disposed of by means of adequate connections as required by State and local Departments and Board of Health.
- (d) There shall not be more than a maximum of six (6) units per acre nor more than 2 bedrooms per unit, nor more than twelve bedrooms per acre. No more than 5% of the total MFD site area within the wetlands and/or flood plain shall be used in calculating the density requirements of site. If more than 5% of the total MFD site area is in wetlands and/or flood plains that exceed the 5% requirement shall be deleted from the area used to determine density requirements.
- (e) The maximum coverage of the site available for use by all buildings, including garages, and carports shall not exceed 30 percent of the site area. Any structure that exceeds three (3) stories in height shall be required to provide vertical access by means of an elevator. Vertical access or "elevator" shall be applicable only to Garden Style Units.
- (f) The maximum building height shall be 35 feet measured from base floor level.
- (g) Any roadway/driveway located in an area that is within 50 feet of a property line shall be shielded from the property line by a planting of shielding type trees satisfactory to the Planning Board between the roadway and property line for the entire length of the roadway within the 50 foot area. This planting shall be in addition to any existing vegetation between the property line and the proposed roadway and shall be placed a maximum of 10 feet apart.
- (h) Walkways, tables, benches, flowering bushes/trees may be allowed in 50 to 100 foot buffer areas at the discretion of the Planning Board to improve the aesthetics of the site area.
- (i) Television, radio and communications services shall be supplied by a central system with underground connections.

7513. Distance Parameters. The Planning Board shall determine the distance between the buildings that are structurally connected together by roofing, fencing or other means but not enclosed or heated. The distance parameters will be determined on

the aesthetics, created by the design, practicality of design, and the effect on the development by the design. The Planning Board shall determine any distance parameters between buildings not covered under this Zoning By-Law. Within the site area the following distance parameters shall apply:

- (a) Any building abutting the main roadway within the site development shall have a minimum distance of 17 feet from the closest exterior protruding surface of the building (steps, decks, balconies) to the edge of the traveled way segment of the roadway. (Berm is not considered part of a traveled way).
- (b) Any building abutting the main roadway within the site development with parking facilities between the main roadway and the building shall have a minimum distance of 45 feet from the closest exterior protruding surface of the building (decks, balconies, steps) to the edge of the traveled way segment of the roadway. There shall be a minimum 2 foot landscaped buffer strip between the edge of the traveled way and the parking area with allowances for drive entrances and exits.
- (c) No proposed structure shall be located nearer than 50 feet from any public way.
- (d) Separate, enclosed garages, assigned to a specific building may be located no closer than 30 feet from the closest points on the buildings (decks, balconies, steps) to the closest entrance to the garage.
- (e) No building within the site area shall be constructed within 50 feet of any perimeter border of site or 100 feet from any public way providing access to the site.
- (f) The minimum distance between buildings on site not structurally connected together shall be as listed below:

NO PARKING AND/OR ROADWAY BETWEEN BUILDINGS

Between the side of one building and the side of another building	25 feet
Between the side of one building and the rear of another building	30 feet
Between the side of one building and the front of another building	40 feet
Between the front of one building and the front of another building	60 feet
Between the front of one building and the rear of another building	60 feet
Between the rear of one building and the rear of another building	60 feet

PARKING AND/OR ROADWAY BETWEEN BUILDINGS

No parking allowed between the side of one building and the side of another building	
Between the side of one building and the rear of another building	58 feet
Between the side of one building and the front of another building	70 feet
Between the front of one building and the front of another building	100 feet
Between the front of one building and the rear of another building	80 feet
Between the rear of one building and the rear of another building	58 feet

7514. Special Permit to Vary Requirements. The Planning Board by special permit may vary the distance parameters if in the opinion of the Planning Board the site development plan would be improved.

7515. Open Space.

- (a) Suitable recreational facilities shall be provided on the required open space. Not less than 60% of the upland area of the site available for use shall remain free from structures, parking and drives, and such area shall be left either in its natural state, attractively landscaped, or developed for uncovered recreational facilities.

- (b) The owner or owners shall be responsible for the maintenance of common areas, including but not limited to snow plowing within the site limits and rubbish disposal. No outside burning of rubbish or inside incineration shall be permitted.

7516. Non-Applicability. The provisions of Section 7000 shall be of no application to the provisions of this Section 7500.

7517. Severability: If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of the Tewksbury zoning bylaw.

ARTICLE 23

To see if the Town will vote to raise and appropriate by borrowing the sum of \$315,000 to be added to the sum of Article 8 of the May, 2001 Annual Town Meeting to be expended by the Town Manager and the Senior Center Building Committee to obtain additional professional architectural and civil engineering services to design plans to upgrade and expand the existing Senior Center including other costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore or take any other related action.

Town Manager

Motion: That the Town vote to appropriate the sum of \$315,000 to be expended by the Town Manager and the Senior Center Building Committee, to obtain additional professional architectural and civil engineering services to design plans to upgrade and expand the existing Senior Center including costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

Motion: The Finance Committee motioned to Adopt Article 23.

Mr. Rene Levesque motioned to Indefinitely Postpone Article 23

Mr. Wil Lambert motioned to Move the Question and this motion was Adopted.

11:39 PM May 4, 2004

Voted: The motion for Indefinite Postponement Failed.

11:40 PM May 4, 2004

Article 23 was Adopted. 60 YES, 2 NO (2/3's vote required: 42)

11:40 PM May 4, 2004

Executive Summary: This article would allow the Town to borrow additional funds to revise the architectural plans to upgrade and expand the Senior Center.

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the May 4, 2004, Special Town Meeting, Sine Die, and this motion was Adopted.

7:38 PM May 5, 2004

Respectfully submitted,
Elizabeth A. Carey, CMMC
Town Clerk

State Primary

SEPTEMBER 14, 2004

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 7:00 AM and closed at 8:00 PM. There were 1,349 votes cast. Precinct 1 – 130, Precinct 1A – 197, Precinct 2 – 121, Precinct 2A – 169, Precinct 3 – 152, Precinct 3A – 199, Precinct 4 – 177 and Precinct 4A – 204.

Precinct 1	- Alice Golen, Warden	Alice A. Carroll, Clerk
Precinct 1A	- Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2	- Bernice Sprague, Warden	Marie T. Magro, Clerk
Precinct 2A	- Rosemarie Krugh, Warden	Bertha D'Amico, Clerk
Precinct 3	- Laurence Bairstow, Warden	Jeanette Pozerski, Clerk
Precinct 3A	- Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4	- Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A	- Christina Stanley, Warden	Dorothy E. McGrath, Clerk

TOWN OF TEWKSBURY STATE PRIMARY SEPTEMBER 14, 2004

DEMOCRATIC PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	107	173	105	140	107	135	143	170	1,080

REPRESENTATIVE IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	31	34	19	26	25	35	21	23	214
Martin T. Meehan	74	132	82	112	80	94	119	141	834
Others	2	7	4	2	2	6	3	6	32
Total	107	173	105	140	107	135	143	170	1,080

COUNCILLOR

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	27	48	19	30	29	42	21	35	251
Mary-Ellen Manning	79	125	85	109	76	90	121	133	818
Others	1	0	1	1	2	3	1	2	11
Total	107	173	105	140	107	135	143	170	1,080

SENATOR IN GENERAL COURT

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	21	36	15	19	20	32	15	22	180
Susan C. Tucker	85	132	90	118	86	97	126	146	880
Others	1	5	0	3	1	6	2	2	20
Total	107	173	105	140	107	135	143	170	1,080

REPRESENTATIVE IN GENERAL COURT

Precinct	1	1A	2	2A	4	4A	Total
Blanks	8	13	10	11	14	15	71
James R. Miceli	99	158	94	126	126	153	756
Write-Ins	0	2	1	3	3	2	11
Total	107	173	105	140	143	170	838

REPRESENTATIVE IN GENERAL COURT

Precinct	3	3A	Total
Blanks	21	33	54
Barry R. Finegold	85	94	179
Write-Ins	1	8	9
Total	107	135	242

SHERIFF

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	3	3	2	8	1	5	11	4	37
James V. DiPaola	61	106	54	84	53	75	81	107	621
Robert A. DeMoura	34	38	28	22	47	24	26	37	256
Brian M. Gillis	9	26	20	26	6	29	24	22	162
Write-Ins	0	0	1	0	0	2	1	0	4
Total	107	173	105	140	107	135	143	170	1,080

GREEN RAINBOW PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	0	0	0	0	0	0	0	0	0

REPRESENTATIVE IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

COUNCILLOR

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

SENATOR IN GENERAL COURT

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

REPRESENTATIVE IN GENERAL COURT

Precinct	1	1A	2	2A	4	4A	Total
Blanks	0	0	0	0	0	0	0
Write-Ins	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0

REPRESENTATIVE IN GENERAL COURT

Precinct	3	3A	Total
Blanks	0	0	0
Write-Ins	0	0	0
Total	0	0	0

SHERIFF

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Write-Ins	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

LIBERTARIAN PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	0	0	0	0	0	0	1	0	1

REPRESENTATIVE IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	1	0	1
Others	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	1	0	1

COUNCILLOR

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	1	0	1
Others	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	1	0	1

SENATOR IN GENERAL COURT

Precint	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	1	0	1
Others	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	1	0	1

REPRESENTATIVE IN GENERAL COURT

Precinct	1	1A	2	2A	4	4A	Total
Blanks	0	0	0	0	1	0	1
Write-Ins	0	0	0	0	0	0	0
Total	0	0	0	0	1	0	1

REPRESENTATIVE IN GENERAL COURT

Precinct	3	3A	Total
Blanks	0	0	0
Write-Ins	0	0	0
Total	0	0	0

SHERIFF

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	0	0	0	0	0
Write-Ins	0	0	0	0	0	0	1	0	1
Total	0	0	0	0	0	0	1	0	1

REPUBLICAN PARTY

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	23	24	16	29	45	64	33	34	268

REPRESENTATIVE IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	0	0	1	6	0	0	7
Ilana Freedman	15	10	10	14	22	35	19	20	145
Thomas P. Tierney	7	13	5	15	21	23	14	14	112
Others	1	1	1	0	1	0	0	0	4
Total	23	24	16	29	45	64	33	34	268

COUNCILLOR

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	19	18	12	26	36	54	30	27	222
Others	4	6	4	3	9	10	3	7	46
Total	23	24	16	29	45	64	33	34	268

SENATOR IN GENERAL COURT

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	1	6	1	5	7	16	6	7	49
Deborah J. Jones	21	17	15	24	38	48	27	27	217
Others	1	1	0	0	0	0	0	0	2
Total	23	24	16	29	45	64	33	34	268

REPRESENTATIVE IN GENERAL COURT

Precinct	1	1A	2	2A	4	4A	Total
Blanks	17	20	14	25	29	26	131
Write-Ins	6	4	2	4	4	8	28
Total	23	24	16	29	33	34	159

REPRESENTATIVE IN GENERAL COURT

Precinct	3	3A	Total
Blanks	6	8	14
Erik A. Eldracher	38	56	94
Write-Ins	1	0	1
Total	45	64	109

SHERIFF

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	15	15	14	26	34	52	28	27	211
Write-Ins	8	9	2	3	11	12	5	7	57
Total	23	24	16	29	45	64	33	34	268

TOTAL VOTE

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Democratic	107	173	105	140	107	135	143	170	1,080
Green Rainbow	0	0	0	0	0	0	0	0	0
Libertarian	0	0	0	0	0	0	1	0	1
Republican	23	24	16	29	45	64	33	34	268
Total	130	197	121	169	152	199	177	204	1,349

Total Registered Voters	18,588
Total Votes	1,349
Percent	7%

A true copy attest:

Elizabeth A. Carey, CMMC
Town Clerk

Special Town Meeting

OCTOBER 5, 2004

Tewksbury Memorial High School
320 Pleasant Street
October 5, 2004

Moderator James Coakley opened the October 5, 2004, Special Town Meeting at 7:00 PM.

There were 248 registered voters and 19 visitors in attendance.

The Moderator informed the assembly of the location of the emergency exit doors.

He announced that the Knight's of Columbus members are having their Annual Tootsie Roll Drive and are stationed at the entrance of the High School building and will also be at various town locations during Columbus Day week-end. The Moderator announced the Rainbow Girls are in the front lobby of the High School selling coffee and refreshments.

Board of Selectman Chairman, Joseph Gill, informed the Assembly that there are two vacancies on the Board of Appeals and applications are available at the Selectmen's Office, Town Hall.

The Moderator designated the Visitors Section.

Finance Committee Chairman, Todd Johnson, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted.
7:03 PM 10/5/04

ARTICLE 1

To see if the Town will vote to raise and appropriate the sum of \$964.93 to pay outstanding bills of the previous year or take any related action.

Fire Dept – Salaries	John Fowler	\$ 52.62
	Scott Austin	\$172.56
School Dept – Operating	Harriet M. Snyder	\$739.75

Town Manager

Executive Summary: According to Massachusetts General Law bills that are late or lacked available funds from prior fiscal years must be approved by Town Meeting before payment.

Motion: The Finance Committee motioned to Amend Article 1 and Adopt Article 1, as Amended.

Voted: The Finance Committee's Amendment was Adopted. 7:05 PM 10/5/04
Article 1 was Adopted, as Amended.
9/10's vote required. -0- NO, 27 YES, Unanimous Count 7:06 PM 10/5/04

AMENDMENT: Delete: "School Dept – Operating, Harriet M. Snyder, \$739.75",
Add: "Administrative Services – Operating, James Williams, \$32.00",
Add: "Recreation – Operating, Home Depot, \$528.60", and
Change the total of the article from \$964.93 to \$785.78.

ARTICLE 2

To see if the Town will vote to appropriate the sum of \$620,000 to be expended by the Town Manager, for the purpose of making improvements to the Town's water system, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or to take any action relative thereto.

Motion: That the Town hereby appropriates the sum of \$620,000 to pay the costs of making improvements to the Town's water system and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7 and 8 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Executive Summary: This article will allow the Town to borrow funds for the replacement and upgrade of water mains throughout the Town of Tewksbury in conjunction with the Master Sewer Construction program. The primary use of these funds would be for water mains in the Phase 8 sewer area.

Motion: The Finance Committee motioned to Adopt Article 2 and Borrow \$620, 000.

Voted: Article 2 was Adopted. -0- NO, 32 YES, Unanimous Count

7:06 PM 10/5/04

ARTICLE 3

To see if the Town will vote to appropriate the sum of \$4,150,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds previously appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow \$4,150,000 under and pursuant to Chapter 44 Section 7(3a) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefore and that the Town Manager is authorized to apply for, accept and expend any federal, state or private grants or contributions that may be available with respect to the project, all of which contributions and grants shall be applied to the project in addition to the sums appropriated by the Town for such purposes. This project would be contingent upon passage of a debt exemption vote.

Motion: That the Town hereby appropriates the sum of \$4,150,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7 and 8 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, provided however, that no sums shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts needed to repay the bonds or notes issued pursuant to this vote from the limitations of Proposition 2 ½, so called and that the Town Manager and the Senior Center Building Committee are hereby authorized to apply for any federal, state, or other available grants for this purpose and to take any other action necessary for the completion of the project.

Town Manager

Executive Summary: This article would allow the Town to borrow funds to enlarge and improve the current Senior Center. This project, however, would be contingent upon the passage of a debt exemption vote at a special town election. With this article, the Town would seek a grant of Community Development Block Grant funds up to \$800,000, the maximum allowable limit.

Motion: Senior Center Building Committee Chairman, Joel Deputat, motioned to Table Article 3 and act on Article 4 and after acting on Article 4 remove Article 3 from the Table and act on Article 3.

Voted: Mr. Deputat's motion to Table Article 3 was Adopted.

7:14 PM 10/5/04

Motion: The Finance Committee motioned to Remove Article 3 from the Table and this motion was Adopted.

7:15 PM 10/5/04

Motion: The Finance Committee motioned to Adopt Article 3 and Borrow \$4,150,000 subject to passing a debt exemption vote. Board of Selectman Chairman, Joseph Gill, informed the Assembly that the Board of Selectmen concur.

The Moderator motioned to Move the Question and this motion was Adopted. 7:22 PM 10/5/04

Voted: Article 3 was Adopted. 213 YES, 4 NO (2/3's vote: 145) 7:25 PM 10/5/04

ARTICLE 4

To see if the Town will vote to appropriate the sum of \$4,950,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds previously appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow \$4,950,000 under and pursuant to Chapter 44 Section 7(3a) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefore and that the Town Manager is authorized to apply for, accept and expend any federal, state or private grants or contributions that may be available with respect to the project, all of which contributions and grants shall be applied to the project in addition to the sums appropriated by the Town for such purposes. This project would be contingent upon passage of a debt exemption vote.

Motion: That the Town hereby appropriates the sum of \$4,950,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7 and 8 of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, provided however, that no sums shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts needed to repay the bonds or notes issued pursuant to this vote from the limitations of Proposition 2 ½, so called and that the Town Manager and the Senior Center Building Committee are hereby authorized to apply for any federal, state, or other available grants for this purpose and to take any other action necessary for the completion of the project.

Town Manager

Executive Summary: This article would allow the Town to borrow funds to enlarge and improve the current Senior Center. This project, however, would be contingent upon the passage of a debt exemption vote at a special town election. If the Town felt it could afford the project without Community Development Block Grant funds, it would adopt this article rather than Article 3.

Motion: The Finance Committee motioned to Indefinitely Postpone Article 4.

Voted: Article 4 was Indefinitely Postponed.

7:15 PM 10/5/04

ARTICLE 5

To see if the Town will vote to amend Article 5 of the May, 2004 Annual Town Meeting to raise and appropriate or transfer from available funds \$43,000 to supplement the FY05 Sewer Enterprise Fund budget.

Town Manager

Executive Summary: This article will increase the FY05 amount appropriated for the Sewer Enterprise fund to cover additional expenses for items such as overtime, grinder pumps, and GPS equipment. The additional appropriation will be covered by sewer user rate revenue.

Motion: The Finance Committee motioned to Amend Article 5 and Adopt, as Amended and Appropriate and Transfer \$68,200.

Voted: The Finance Committee's Amendment was Adopted.
Article 5 was Adopted, as Amended.

7:26 PM 10/5/04

7:26 PM 10/5/04

AMENDMENT: Change \$43,000 to \$68,200.

ARTICLE 6

To see if the Town will vote to appropriate the sum of \$7,250,000 for design, construction and supervision of construction related to the expansion of the water storage system in the Town of Tewksbury and to create a park at the water storage tank location including any other costs incidental and related thereto; that the Town Manager is authorized to expend these sums on behalf of the Town to acquire any fee, easement or other interest in land by purchase, gift or otherwise: that to raise such appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$7,250,000 under and pursuant to Chapter 44 Sections 7 and 8 and Chapter 29C, of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefore or borrow from the Massachusetts Water Pollution Abatement trust and that the Town Manager is authorized to apply for, accept and expend any federal, state or private grants or contributions that may be available with respect to the project, or to take any action relative thereto.

Motion: That the Town hereby appropriates the sum of \$7,250,000 for design, construction and supervision of construction related to the expansion of the water storage system in the Town of Tewksbury and the creation of a park at the water storage tank location including any other costs incidental and related thereto; including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the Massachusetts General Laws; the Town Manager is authorized to expend these sums on behalf of the Town to acquire any fee, easement or other interest in land by purchase, gift or otherwise, that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow \$7,250,000 and issue bonds or notes therefor under Chapter 44 Sections 7 and 8 of the Massachusetts General Laws and/or Chapter 29C of the General Laws or any other enabling authority; that such bonds or notes shall be general obligations of the Town; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement with the trust and otherwise contract with the trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Town Manager is authorized to enter into a project regulatory agreement with the Department of Environmental Protection to expend all the funds available for the project and to take any other action necessary to carry out the project.

Town Manager

Executive Summary: This article allows the Town to borrow funds for the expansion of the water storage system in the Town of Tewksbury and to create a park at the water storage tank location and allows the Town to borrow a portion of the funds at a reduced interest rate under the Massachusetts Water Pollution Abatement Trust.

Motion: The Finance Committee motioned to Adopt Article 6 and Borrow \$7,250,000.

Voted: Article 6 was Adopted. -0- NO, 76 YES, Unanimous Count 7:33 PM 10/5/04

ARTICLE 7

To see if the Town will vote to transfer \$13,186.70 from Article 3 (Rogers St Water) of the November 7, 2001 Special Town Meeting and transfer \$9,808.79 from Article 6 (Anthony Rd) of the May, 2002 Annual Town Meeting to Article 19 of the May, 2004 Special Town Meeting (Brentwood, Kendall, Livingston Water and Drainage Improvements) or take any other action related thereto.

Town Manager

Executive Summary: This article will transfer surplus funds from the Rogers St and Anthony Rd projects to the Brentwood, Kendall, Livingston project. The additional funds are needed to cover the cost of installing larger water pipes than originally anticipated.

Motion: The Finance Committee motioned to Adopt Article 7 and Transfer \$13,186.70 and \$9,808.70.

Voted: Article 7 was Adopted, as written. 7:33 PM 10/5/04

ARTICLE 8

To see if the Town will vote to amend the actions taken under Article 7 of the October, 2002 Special Town Meeting by changing the language specifying that the funds voted could be used for the design and engineering of sidewalks on Shawsheen St to allow for the design and engineering of sidewalks on any street in the Town of Tewksbury, or take any related action.

Town Manager

Executive Summary: \$50,000 was originally appropriated in FY2002 to provide funding for the Sidewalk Committee to begin the process of contracting for the design and engineering of sidewalks on Shawsheen. That work has been completed and additional funds remain in the account. This article would allow the remaining funds to be used for the design and engineering for sidewalks on any street in the Town. The intent is to use the funds first on North St.

Motion: Town Manager, David Cressman, motioned to Withdraw Article 8 and this motion was Adopted.

Voted: Article 8 was Withdrawn.

7:34 PM 10/5/04

ARTICLE 9

To see if the Town will vote to appropriate the sum of \$ 90,000 to be expended by the Town Manager for the design and construction and originally equipping of a wash bay and storage facility to be added to the Parks and Recreation Dept garage and for the installation of new windows at the Town Hall Annex, including costs incidental and related thereto; that to raise such appropriation the Treasurer, with the approval of the Selectmen, be authorized to borrow \$ 90,000 under and pursuant to Chapter 44, Section 7 (3) and (3A) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, and that the Town Manager be authorized to apply for, accept and expend any Federal, State or other grants that may be available for the project, or take any other action relative thereto.

Motion: That the Town hereby appropriates the sum of \$90,000 for design and construction and originally equipping of a wash bay and storage facility and for the installation of new windows at the Town Hall Annex and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 7 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Executive Summary: This article would provide funds to design and begin construction of a project to add a wash bay facility to the Parks and Recreation garage for the purpose of properly cleaning the vehicles and equipment in accordance with DEP regulations and provide for much needed storage. This article would also provide funds to replace the original single pane windows in the Town Hall Annex with thermal pane windows to increase energy efficiency.

Motion: The Finance Committee motioned to Adopt Article 9 and Borrow \$90,000.

Voted: Article 9 was Adopted. 10 NO, 75 YES (2/3's vote: 57)

7:36 PM 10/5/04

ARTICLE 10

To see if the Town will raise and appropriate or transfer from available funds the sum of \$400,000 to be expended by the School Committee.

School Committee

Executive Summary: The School Committee is requesting the additional revenue to fund personnel and operating expenses that were cut as a result of the funding level of the current approved budget.

Motion: The Finance Committee motioned to Amend Article 10 and Raise & Appropriate \$243,561 and Adopt Article 10, as Amended.

School Committee Chairman, Scott Consaul, concurred.

Voted: The Finance Committee's Amendment was Adopted.
Article 10 was Adopted, as Amended.

7:39 PM 10/5/04

7:39 PM 10/5/04

AMENDMENT: Change \$400,000 to \$243,561.

ARTICLE 11

To see if the Town will vote amend the Personnel By-Laws, Section IV, Fringe Benefits as follows:

(b) Vacations - 4. Date of Accrual - Add the following sentence: Employees shall be eligible to utilize vacation credits starting the month after they are earned.

(p) Longevity – Add the following paragraph 5: 5. Notwithstanding the provisions of paragraphs 1 and 4 above, permanent employees hired after January 1, 1989 and effective July 1, 2005 will receive a longevity increase of \$1000 to be added to their base pay upon completion of their first five years of continuous service and a \$500 longevity increase for each subsequent five years of continuous service up to a maximum of \$3000 upon the completion of twenty-five years of continuous service.

Town Manager

Executive Summary: The purpose of this article is to allow non-union employees to utilize vacation time after it is earned rather than waiting until July 1st of each year which is beneficial to newer employees. Also this article will provide the same longevity increase granted to union employees.

Motion: The Finance Committee motioned to Adopt Article 11.

Voted: Article 11 was Adopted.

7:40 PM 10/5/04

ARTICLE 12

To see if the Town will vote to amend the Personnel By-Laws; Section III, Salaries and Wages as follows:

Add Paragraph (1)

(1) The Town Manager, with notice to and approval by the Personnel Relations Review Board, may add positions and pay grades to Wage Schedule C: Part-time Employees with the same job title, job description, and pay scale as existing permanent positions covered by the Town's collective bargaining agreements.

Town Manager

Executive Summary: From time to time it is necessary for the Town to hire positions that serve temporary work demands in various departments usually for a short duration of several weeks or months at 37.5 hours or 40 hours per week or a longer period of time at less than 17.5 hours per week. This has happened when processing tax bills, meter reading, etc. The current by-law and contracts are not clear on how this is to occur, and this article will clarify this.

Motion: The Finance Committee motioned to Amend Article 12 and Adopt Article 12, as Amended.

Voted: The Finance Committee's Amendment was Adopted.

7:41 PM 10/5/04

Article 12 was Adopted, as Amended.

7:41 PM 10/5/04

AMENDMENT: Insert "Board of Selectmen and" after the words "approval by the " and insert "Temporary" before the words "Part-time Employees".

ARTICLE 12 WITH THE AMENDMENTS INCORPORATED THEREIN

Section III, Salaries and Wages:

(1) The Town Manager, with notice to and approval by the Board of Selectmen and Personnel Relations Review Board, may add positions and pay grades to Wage Schedule C: Temporary Part-time Employees with the same job title, job description, and pay scale as existing permanent positions covered by the Town's collective bargaining agreements.

ARTICLE 13

To see if the Town will vote to amend the Personnel By-Laws, Addendum A: Wage Schedule as follows:

Add:

Seasonal Laborer Parks and Recreation \$11/hour

Add:

The Town Manger may present a proposal to the Personnel Relations Review Board at least each year which shall be subject to their approval to realign positions and their pay scales among the various wage schedules to reflect changes in a position's hours, wage increases granted to positions within the pay schedules, and assignment to a particular wage schedule. Upon approval by the Personnel Relations Review Board said proposal shall be the by-laws' wage schedules.

Town Manager

Executive Summary: This article proposes to do two things. First, it adds the Seasonal Laborer Parks and Recreation position to reflect the change in staffing in that department. Second, this article provides a process to address various actions of Town Meeting so that certain conflicts are resolved without the need to produce additional Town Meeting articles. Some examples of this are the change in the last several years of a part-time position to a permanent part-time position, the addition of a new position by Town Meeting and the subsequent pay increases for these positions which are contained in the Town Meeting articles that are approved at the same Town Meeting, setting of pay scales for positions granted merit raises, and the need to realign positions among the various scales so that Group A positions will be subject to merit increases, Group B positions will be full-time permanent or permanent part-time positions not covered by collective bargaining agreements, Group C positions will be temporary part-time positions with steps and Group D positions will be hourly positions without steps and shall be of a part-time temporary or seasonal nature.

Motion: The Finance Committee motioned to Adopt Article 13.

Voted: Article 13 was Adopted.

7:42 PM 10/5/04

ARTICLE 14

To see if the Town will vote to accept and name as a public way, Bridle Path, formerly Piper's Glen, as shown on a plan approved by the Tewksbury Planning Board and entitled, "Definitive Subdivision Plan of Land Deerfield Estates Tewksbury, Massachusetts Scale: = 40' Date: June 6, 1997 Revised 7-25-97 Revised 8-15-97 Dana F. Perkins, Inc. Consulting Engineers and Land Surveyors 1215 Main Street Unit 111 Tewksbury MA 01876 125 Main Street Reading MA 01867 Owner/Applicant Yvon Cormier Const. Corps 59.Chandler Circle Andover, Massachusetts", which plan is recorded with Middlesex North District Registry of Deeds in Plan Book 195 Plan 145. And further to see if the Town will vote to accept and name as a public way, Scotland Drive, formerly Deerfield Road, as shown on a plan approved by the Tewksbury Planning Board and entitled, "Definitive Subdivision Plan of Land Deerfield Estates Tewksbury, Massachusetts Scale: = 40' Date: June 6, 1997 Revised 7-25-97 Revised 8-15-97 Dana F. Perkins, Inc. Consulting Engineers and Land Surveyors 1215 Main Street Unit 111 Tewksbury MA 01876 125 Main Street Reading MA 01867 Owner/Applicant Yvon Cormier Const. Corp. 59 Chandler Circle Andover, Massachusetts", which plan is recorded with Middlesex North District Registry of Deeds in Plan Book 195 Plan 145. And further to see if the Town will vote to accept and name as a public way, Sawyers Lane, as shown on a plan approved by the Tewksbury Planning Board and entitled "Definitive Subdivision Plan of Land Deerfield Estates Tewksbury, Massachusetts Scale: = 40' Date: June 6, 1997 Revised 7-25-97 Revised 8-15-97 Dana F. Perkins, Inc. Consulting Engineers and Land Surveyors 1215 Main Street Unit 111 Tewksbury MA 01876 125 Main Street Reading MA 01867 Owner/Applicant Yvon Cormier Const. Corp. 59 Chandler Circle Andover, Massachusetts", which plan is recorded with Middlesex North District Registry of Deeds, in Plan Book 195 Plan 145. Or take any other action relative thereto.

Town Manager
Board of Selectmen

Executive Summary: The purpose of this article is to accept those streets in Deerfield Estates, Sawyer's Lane, Bridle Path and Scotland Drive, as town streets.

Motion: The Finance Committee motioned to Adopt Article 14.

Voted: Article 14 was Adopted.

7:42 PM 10/5/04

ARTICLE 15

To see if the Town will vote to amend the Zoning Bylaw, including Appendices A, B, C and D, to include therein a new Section 7600, MULTIPLE FAMILY DWELLINGS IN THE SENIOR VILLAGE DISTRICT/55 (SVD/55); and, to amend the appropriate provisions of Appendix A, Table of Use Regulations, Appendix B, Table of Dimensional Requirements, Appendix C, Table of Parking Requirements, and Appendix D, Zoning Map – Descriptions, of the Zoning bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the “Town of Tewksbury Zoning Map dated March 27, 2002” on file with the Town Clerk.

Gerald Weitz and Others

Executive Summary: The purpose of this Article is to create a new age restricted overlay zoning district called the Senior Village District (SVD/55) and to thereafter re-zone certain parcels of land located at Tewksbury Assessor’s Map 53, Lots 2, 3, 4, 5, and 6, and Lots 45, 46, 47, 48, 49, and 50 on Tewksbury Assessor’s Map 39 from Residential (R-40) to Senior Village District (“SVD/55”). The parcels are presently zoned for residential use (R-40).

Motion: Planning Board Chairman, David Plunkett motioned to Adopt Article 15, as Amended.
Attorney Richard O’Neill motioned to Amend Article 15.

Voted: Attorney O’Neill’s Amendment was Adopted. 7:53 PM 10/5/04

Voted: Article 15, Failed. 117 YES, 69 NO (2/3’s vote 124) 7:57 PM 10/5/04

ARTICLE 16

To see if the Town will vote to rezone from Residential (R-40) to Senior Village District/55 (SVD/55) certain parcels of land at the intersection of North Street and Andover Street described as follows: Beginning at a point on the southerly line of Andover Street at the intersection of the easterly line of North Street, said point being the north west corner of land of now or formerly Joseph Marques, thence; Easterly along the southerly line of Andover Street, a distance of 1, 198 feet, more or less, to a point at the northeast corner of land now or formerly of Yvon Cormier Construction Company, thence; Southwesterly along said Cormier land and land now or formerly of Marc & Gerald Weitz a distance of 660 feet, more or less, to a point, thence; westerly by land now or formerly of Stephen & Eleanor Pirello a distance of 68.46 feet, more or less, to a point at the northeast corner of land now or formerly of Frank & Marie Ciccolella, thence; Southwesterly by said Ciccolella a distance of 279.55 feet more or less, to a point on the northwesterly line of North Street, thence; Northwesterly by said easterly line of North Street distance of 670 feet, more or less to the point of beginning. Meaning and intending to describe Lots 2, 3, 4, 5 and 6 on Tewksbury Assessor’s Map 53 and Lots 45, 46, 47, 48, 49, and 50 on Tewksbury Assessor’s Map 39.

Gerald Weitz and Others

Executive Summary: The purpose of this article is to rezone the described Parcels from Residential (R-40) to Senior Village District/55. A Senior Village District Development is a residential community that enhances the historic integrity of the area and is constructed expressly for use and residency by persons who have achieved a minimum age requirement for residency of fifty five (55) years of age or older in accordance with M.G.L. Chapter 151B, Section 4, Subsection 7. A Senior Village Development site shall have a minimum lot area of five (5) contiguous acres with 150 feet of frontage on a public way. All dwellings in a Senior Village District Development shall be subject to an age restriction described in a deed/deed rider, restrictive covenant, or other document approved by the Planning Board that shall be recorded at the Registry of Deeds or the Land Court. The age restriction shall restrict occupancy of the dwelling units to seniors age 55 or older, and their spouses and children of any age. In the event of the death of a qualifying owner/occupant of a unit in a Senior Village District Development, the surviving spouse of a qualifying owner/occupant, regardless of age, shall be allowed to remain until death or remarriage to a non-qualifying individual. The described Parcels all abut major roadway systems (Andover Street/North Street) that handle large volumes of commercially generated traffic. In addition, each of the described Parcels presently abuts developed property that is zoned for Heavy Industrial use. These present uses include business and professional office, fast-food restaurants, manufacturing, research and development laboratories, hotel/motels, and transportation facilities.

Motion: The Planning Board motioned to Withdraw Article 16.
Attorney Richard O’Neill motioned to Withdraw Article 16, without prejudice.

Voted: Article 16 was Withdrawn, without prejudice. 7:57 PM 10/5/04

ARTICLE 17

To see if the town will vote to rezone Tewksbury Assessors Map 27, Lot 4, 110 and part of Map 27 Lot 17 from Residential 40 District (R-40) to Senior Village District/55 (SVD/55). Said parcels are comprised of 5.05 +/- acres of land and is located on River Road and at the end of Cobleigh Drive.

James Andella and Others

Executive Summary: This proposed zoning article seeks to amend the zoning bylaw by rezoning three abutting parcels of land, located on River Road and located at the end of Cobleigh Drive from Residential 40 District (R-40) to Senior Village District/55 (SVD/55). This article if approved would allow the owners the option of constructing multi family units for persons fifty-five (55) years of age and older on these parcels with main access from River Road.

Motion: Attorney Richard O'Neill motioned to Withdraw Article 17, without prejudice.
The Planning Board concurred.

Voted: Article 17 was Withdrawn, without prejudice.

7:58 PM 10/5/04

ARTICLE 18

To see if the Town will vote to amend the actions taken under Article 5 of the May, 2002 Annual Town Meeting by increasing the amount of the original appropriation for the Water Treatment Residuals project by \$315,000 for a total appropriation of \$3,315,000, and that to raise this additional appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow the additional \$315,000 under and pursuant to Chapter 44 Section 8 (7C) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, and that the Town Manager be authorized to apply for, accept and expend any Federal, State or other grants that may be available for the project, or take any other action relative thereto.

Motion: That the Town hereby appropriates the additional sum of \$315,000 to be added to the amount authorized to be borrowed by the Town under Article 5 of the Warrant at the 2002 Annual Town Meeting; and that to raise this appropriation the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow the additional \$315,000 under and pursuant to Chapter 44 Section 8 (7C) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue and to issue bonds or notes of the Town therefore, or take any other action related thereto.

Town Manager

Executive Summary: This article would add \$315,000 to the original \$3,000,000 appropriation to upgrade and expand the sludge disposal system at the Water Treatment Plant. The additional \$315,000 will be used for replacement of the Powder Activated Carbon process at the Water Treatment Plant and save operating costs. This item was eliminated from the original project due to high cost bids. Additionally, these funds will be used to assist the Town in performing a study on whether to establish a Water Enterprise Fund and the water rates to support it.

Motion: The Finance Committee motioned to Adopt Article 18.

Voted: Article 18 was Adopted. -0- NO, 23 YES, Unanimous Count

8:00 PM 10/5/04

Finance Committee Chairman, Todd Johnson, motioned to Adjourn the October 5, 2004, Special Town Meeting, Sine Die, and this motion was Adopted.

8:00 PM 10/5/04

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC

TOWN CLERK

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant on October 5, 2004

APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING -OCTOBER 5, 2004

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	ENTERPRISE FUND	BORROW
1. Pay Outstanding Bills of Previous Years.	785.78			
2. Make Improvements to the Town's Water System.				620,000.00
3. Remodel, Reconstruct, Make Additions To, Make Extraordinary Repairs, Equip And Furnish the Senior Center.				4,150,000.00
5. Amend Art. 5 , 2004 Annual Town Meeting to Supplement FY05 Sewer Enterprise Fund.			68,200.00 Transfer From Sewer Rate Revenue	
6. Design, Construct, and Supervise Construction Related to the Expansion Of the Town's Water Storage System And to Create a Park at this Location.				7,250,000.00
7. Transfer to Article 19, May 2004 Special Town Meeting for Water and Drainage Improvements at Brentwood, Kendall & Livingston.		13,186.70	From Art.3 Nov. 7, 2001 Special Town Meeting (Rogers St. Water) From Art.6, May 2002 Annual Town Meeting (Anthony Rd.)	
9. Design & Construct & Originally Equip a Wash Bay and Storage Facility at the Parks & Recreation Garage and for the Installation of New Windows at the Town Hall Annex.				90,000.00
10. Additional Revenue to be Expended by the School Committee.	243,561.00			
18. Increase Original Borrowing Appropriation Taken Under Article 5, 2002 Annual Town Meeting For the Water Treatment Residuals Project.				315,000.00
Total Raise & Appropriate:	\$ 244,346.78			
Total Transfers:			\$ 22,995.49	
Total Enterprise Fund:			\$ 68,200.00	
Total Borrow:				\$ 12,425,000.00

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

Special Town Election

OCTOBER 16, 2004

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	237	283	229	243	243	302	245	335	2,117

QUESTION 1

Shall the Town of Tewksbury be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued for the purpose of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center?

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	0	0	1	0	0	1	1	1	4
Yes	99	143	114	113	123	140	137	193	1,062
No	138	140	114	130	120	161	107	141	1,051
Total	237	283	229	243	243	302	245	335	2,117

Total Registered Voters	18,973
Total Votes	2,117
Percent	11%

A true copy attest:

Elizabeth A. Carey, CMMC
Town Clerk

State Election Results

NOVEMBER 2, 2004

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 7:00 AM and closed at 8:00 PM. There were 14,814 votes cast. Precinct 1 – 1,803, Precinct 1A – 1,797, Precinct 2 – 1,766, Precinct 2A – 1,785, Precinct 3 – 2,053, Precinct 3A – 1,940, Precinct 4 – 1,766, and Precinct 4A – 1,904.

Precinct 1	- Alice Golen, Warden	Ellen M. Keefe, Clerk
Precinct 1A	- Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2	- Bernice Sprague, Warden	Marie T. Magro, Clerk
Precinct 2A	- Rosemarie Krugh, Warden	Bertha D'Amico, Clerk
Precinct 3	- Laurence Bairstow, Warden	Priscilla Hurton, Clerk
Precinct 3A	- Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4	- Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A	- Christina T. Stanley, Warden	Dorothy E. McGrath, Clerk

TOWN OF TEWKSBURY STATE ELECTION NOVEMBER 2, 2004

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	1,803	1,797	1,766	1,785	2,053	1,940	1,766	1,904	14,814

PRESIDENT AND VICE PRESIDENT

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	4	6	2	2	8	4	7	4	37
Badnarik and Campagna	11	8	10	12	9	8	10	8	76
Bush and Cheney	886	845	788	834	967	949	816	804	6,889
Cobb and LaMarche	4	5	2	5	5	8	2	2	33
Kerry and Edwards	894	928	961	928	1,058	965	923	1,082	7,739
Nader and Camejo	0	1	0	2	3	3	4	2	15
Others	4	4	3	2	3	3	4	2	25
Total	1,803	1,797	1,766	1,785	2,053	1,940	1,766	1,904	14,814

REPRESENTATIVE IN CONGRESS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	64	56	45	68	76	82	72	71	534
Martin T. Meehan	1,100	1,185	1,182	1,145	1,256	1,169	1,175	1,317	9,529
Thomas P. Tierney	637	554	535	570	720	686	518	514	4,734
Others	2	2	4	2	1	3	1	2	17
Total	1,803	1,797	1,766	1,785	2,053	1,940	1,766	1,904	14,814

COUNCILLOR

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	545	426	458	464	693	668	462	514	4,230
Mary-Ellen Manning	1,241	1,344	1,290	1,303	1,345	1,251	1,285	1,377	10,436
Others	17	27	18	18	15	21	19	13	148
Total	1,803	1,797	1,766	1,785	2,053	1,940	1,766	1,904	14,114

SENATOR IN GENERAL COURT

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	123	94	87	104	122	127	119	111	887
Susan C. Tucker	1,096	1,250	1,195	1,179	1,321	1,220	1,219	1,349	9,829
Deborah J. Jones	580	450	481	500	608	591	425	440	4,075
Others	4	3	3	2	2	2	3	4	23
Total	1,803	1,797	1,766	1,785	2,053	1,940	1,766	1,904	14,814

REPRESENTATIVE IN GENERAL COURT

Precinct	1	1A	2	2A	4	4A	Total
Blanks	349	218	251	248	280	274	1,620
James R. Miceli	1,437	1,558	1,494	1,513	1,465	1,618	9,085
Others	17	21	21	24	21	12	116
Total	1,803	1,797	1,766	1,785	1,766	1,904	10,821

Precinct	3	3A	Total
Blanks	115	105	220
Barry R. Finegold	991	915	1,906
Erik A. Eldracher	945	919	1,864
Others	2	1	3
Total	2,053	1,940	3,993

SHERIFF

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	486	351	365	383	629	583	368	420	3,585
James V. DiPaola	1,300	1,425	1,380	1,385	1,404	1,337	1,381	1,459	11,071
Others	17	21	21	17	20	20	17	25	158
Total	1,803	1,797	1,766	1,785	2,053	1,940	1,766	1,904	14,814

QUESTION 1

Precinct	3	3A	Total
Blanks	294	285	579
Yes	1,568	1,467	3,035
No	191	188	379
Total	2,053	1,940	3,993

Total Registered Voters	19,032
Total Votes	14,814
Percent	78%

A true copy attest:

Elizabeth A. Carey, CMMC
Town Clerk

Special Town Meeting

NOVEMBER 30, 2004

Tewksbury Memorial High School
320 Pleasant Street
November 30, 2004

Moderator James Coakley opened the November 30, 2004 Special Town Meeting at 7:00 PM.

Moderator Coakley informed the voters, gathered in the corridor, to enter the auditorium and be seated as the Town Meeting is in session.

There were 173 registered voters and 7 visitors in attendance.

Motion: Finance Committee Chairman, Todd Johnson, motioned to Waive the Reading of the Warrant Article and this motion was Adopted.
11/30/04 7:01 PM

ARTICLE 1

To see if the Town will vote to amend the Zoning Bylaw, including Appendices A, B, C and D, to include therein a new Section 7600, MULTIPLE FAMILY DWELLINGS IN THE SENIOR VILLAGE DISTRICT/55 (SVD/55); and, to amend the appropriate provisions of Appendix A, Table of Use Regulations, Appendix B, Table of Dimensional Requirements, Appendix C, Table of Parking Requirements, and Appendix D, Zoning Map – Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the “Town of Tewksbury Zoning Map dated March 27, 2002” on file with the Town Clerk.

7600. MULTIPLE FAMILY DWELLINGS IN THE SENIOR VILLAGE DISTRICT/55 (SVD/55)

7601. Purpose and Intent. The purpose of this section is to encourage development of communities for persons fifty-five (55) years of age and older, by allowing a greater variety of multi-family building types at a higher density than would normally be allowed. It is intended that this section provide a mechanism for development of a range of multi-family housing types and facilities that are responsive to the socio-cultural needs of senior residents; to achieve land development that is responsive to an analysis of the environmental assets and constraints of a site; and to encourage well-integrated development in terms of land use and major design elements such as buildings, roads, utilities, drainage systems and open space.

This bylaw is intended to be used in conjunction with other regulations adopted by the Town not in conflict with this Section 7600, including historic district regulations, site plan review and other local bylaws designed to encourage appropriate and consistent patterns of village development in the Town. This section is not intended to supersede, modify or conflict with the powers and duties delegated to the Planning Board pursuant to the Subdivision Control Law, M.G.L. c. 41, ss: 81K - 81GG.

7602. Definitions.

As used in this bylaw, a Senior Village Development shall mean a residential community constructed expressly for use and residency by persons who have achieved a minimum age requirement for residency of fifty five (55) years of age or older in accordance with M.G.L. Chapter 151B, Section 4, Subsection 7.

A Senior Village Development, as defined herein, is an overlay district superimposed on all underlying zoning districts. Where the SVD/55 authorizes uses not otherwise allowed in the underlying district, the provisions of the SVD/55 shall control.

7603. Overlay District. The SVD/55 is an overlay district superimposed on all underlying zoning districts. Where the SVD/55 authorizes uses not otherwise allowed in the underlying district, the provisions of the SVD/55 shall control.

7604. Location. The SVD/55 Overlay District shall be defined as those portions of the Town of Tewksbury sited on the Westerly Side of Andover Street and shown as Lots 2, 3, 4, 5 and 6 on Tewksbury Assessor's Map 53 and Lots 45, 46, 47, 48, 49, and 50 on Tewksbury Assessor's Map 39., being further described as follows:

Beginning at a point on the southerly line of Andover Street at the intersection of the easterly line of North Street, said point being the north west corner of land of now or formerly Joseph Marques, thence; Easterly along the southerly line

of Andover Street, a distance of 1,198 feet, more or less, to a point at the northeast corner of land now or formerly of Yvon Cormier Construction Company, thence; Southwesterly along said Cormier land and land now or formerly of Marc & Gerald Weitz a distance of 660 feet, more or less, to a point, thence; westerly by land now or formerly of Stephen & Eleanor Pirello a distance of 68.46 feet, more or less, to a point at the northeast corner of land now or formerly of Frank & Marie Ciccolella, thence; Southwesterly by said Ciccolella a distance of 279.55 feet more or less, to a point on the northwesterly line of North Street, thence; Northwesterly by said easterly line of North Street a distance of 670 feet, more or less to the point of beginning.

7605. Special Permits for Senior Village Developments.

- A. The special permit granting authority (SPGA) for this bylaw shall be the Planning Board.
- B. Senior Village Developments will be authorized only by Special Permit granted by the Planning Board. A special permit shall be required where a Senior Village Development use has been discontinued or abandoned for more than two (2) years.
- C. An application for a special permit shall be filed in accordance with the regulations set forth in Section 9300. No more than one such special permit may be approved by the Planning Board for any Senior Village Development.
- D. A Senior Village Development site shall have a minimum lot area of five (5) contiguous acres with 150 feet of frontage on a public way. By special permit, the Planning Board may vary the requirement of 150 feet of frontage on a public way to not less than 40 feet of frontage on a public way provided that a suitable private access road into the site area can be constructed with the reduced frontage. These provisions shall not apply to the development of single-family dwellings.
- E. All dwellings in a Senior Village Development shall be subject to an age restriction described in a deed/deed rider, restrictive covenant, or other document approved by the Planning Board that shall be recorded at the Registry of Deeds or the Land Court. The age restriction shall restrict occupancy of the dwelling units to seniors age 55 or older, and their spouses and children of any age. In the event of the death of a qualifying owner/occupant of a unit in a Senior Village Development, the surviving spouse of a qualifying owner/occupant, regardless of age, shall be allowed to remain until death or remarriage to a non-qualifying individual.

7606. Concept Plan. Prior to the application for approval of any special permit for a Senior Village Residential Development, (hereinafter SVD/55-SP), a preliminary plan called for purposes of this Section 7600 a "Concept Plan", shall be filed for review with the Planning Board. The submitted Plan shall be consistent with the provisions of this SVD/55 District and shall include: (a) a preliminary site development plan (signed by a registered architect or other pertinent design/engineering professional) showing the location and footprint(s) of all proposed buildings, changes in grading and topography, parking, landscaping, roads, walkways and access ways, open space, and wetlands; (b) a preliminary utilities plan showing the proposed location and types of water, wastewater and stormwater facilities, including hydrants; (c) a preliminary lighting plan; (d) a preliminary sign plan; and, (e) preliminary subdivision plan(s), if applicable. The Planning Board may solicit public comment on the Concept Plan. Any comments of the Planning Board on the Concept Plan shall be advisory in nature only and shall be without binding effect on either the Planning Board or the Applicant.

7607. Special Permit to Vary Requirements. The Planning Board by special permit may vary the design standards and distance parameters if in the opinion of the Planning Board the site development plan would be improved.

7608. Density. There shall not be more than a maximum of seven (7) units per acre nor more than fourteen (14) bedrooms per acre. This will allow for flexibility in the number of bedrooms per unit to vary from 1 to 3 bedrooms.

7609. Design. The Planning Board shall have the authority to adopt from time to time suitable regulations to specify design standards within the Senior Village Development. Such standards may include regulation of building form and features, architectural details, and historic buildings.

7610. Parking. There shall be at least two (2) off-street parking spaces per dwelling unit, one of which shall be completely enclosed. Detached parking garages will be permitted and designed so as to complement the building design and site layout, but shall not be constructed within the setback areas. Additional parking in proximity to any other Senior Village Use serving residents in common, or guest parking, may be required, as determined by the Planning Board. The Planning Board may waive the minimum parking requirements, at the request of the applicant, if sufficient evidence of the adequacy of the proposed parking is provided.

- (a) Enclosed parking spaces shall be 10 feet in width and 20 feet in length; unenclosed parking spaces shall be not less than 9.5 feet wide and 18.5 feet in length.
- (b) Additional enclosed or unenclosed parking spaces shall be provided for guests and recreational areas as indicated below:

Guest	1 parking space per two dwelling units
Tennis Court	2 parking spaces per court
Recreation buildings/swimming pools	1 parking space per 10 dwelling units, but not less than 10 parking spaces

7611. Design Standards. A Senior Village Development shall meet the following standards:

- (a) Regardless of the total acreage of the Senior Village Development site, not more than 100 dwelling units shall be authorized by special permit. Commercial and industrial uses are prohibited.
- (b) All lighting shall be directed away from adjoining property and shall be in compliance with Section 5300.
- (c) All utilities shall be installed underground using standards promulgated by the Planning, Health, Building and DPW Departments of the Town of Tewksbury and sewage shall be disposed of by means of adequate connections as required by State and local Departments and Board of Health.
- (d) The maximum coverage of the site available for use by all buildings, including garages, and carports shall not exceed 30 percent of the site area.
- (e) The maximum building height shall not exceed 2.5 stories nor be greater than 35 feet in height measured from base floor level.
- (f) Any roadway/driveway located in an area that is within 50 feet of a property line shall be shielded from the property line by a planting of shielding type trees satisfactory to the Planning Board between the roadway and property line for the entire length of the roadway within the 50 foot area. This planting shall be in addition to any existing vegetation between the property line and the proposed roadway and shall be placed a maximum of 10 feet apart.
- (g) Walkways, tables, benches, flowering bushes/trees may be allowed in 50 to 100 foot buffer areas at the discretion of the Planning Board to improve the aesthetics of the site area.
- (h) Television, radio and communications services shall be supplied by a central system with underground connections.

7612. Distance Parameters. The Planning Board shall determine the distance between the buildings that are structurally connected together by roofing, fencing or other means but not enclosed or heated. The distance parameters will be determined on the aesthetics, created by the design, practicality of design, and the effect on the development by the design. The Planning Board shall determine any distance parameters between buildings not covered under this Zoning By-Law. Within the site area the following distance parameters shall apply:

- (a) Any building abutting the main roadway within the site development shall have a minimum distance of 17 feet from the closest exterior protruding surface of the building (steps, decks, balconies) to the edge of the traveled way segment of the roadway. (Berm is not considered part of a traveled way).
- (b) Any building abutting the main roadway within the site development with parking facilities between the main roadway and the building shall have a minimum distance of 45 feet from the closest exterior protruding surface of the building (decks, balconies, steps) to the edge of the traveled way segment of the roadway. There shall be a minimum 2 foot landscaped buffer strip between the edge of the traveled way and the parking area with allowances for drive entrances and exits.
- (c) No proposed structure shall be located nearer than 50 feet from any public way.
- (d) Separate, enclosed garages, assigned to a specific building may be located no closer than 30 feet from the closest points on the buildings (decks, balconies, steps) to the closest entrance to the garage.
- (e) No building within the site area shall be constructed within 50 feet of any perimeter border of site or 100 feet from any public way providing access to the site.
- (f) The minimum distance between buildings on site not structurally connected together shall be as listed below:

NO PARKING AND/OR ROADWAY BETWEEN BUILDINGS

Between the side of one building and the side of another building	15 feet
Between the side of one building and the rear of another building	25 feet
Between the side of one building and the front of another building	40 feet
Between the front of one building and the front of another building	60 feet
Between the front of one building and the rear of another building	60 feet
Between the rear of one building and the rear of another building	60 feet

PARKING AND/OR ROADWAY BETWEEN BUILDINGS

No parking allowed between the side of one building and the side of another building	
Between the side of one building and the rear of another building	58 feet
Between the side of one building and the front of another building	70 feet
Between the front of one building and the front of another building	100 feet
Between the front of one building and the rear of another building	80 feet
Between the rear of one building and the rear of another building	58 feet

7613. Open Space.

- (a) Suitable recreational facilities shall be provided on the required open space. Not less than 25% of the upland area of the site available for use shall remain free from structures, parking and drives, and such area shall be left either in its natural state, attractively landscaped, or developed for uncovered recreational facilities.
- (b) The owner or owners shall be responsible for the maintenance of common areas, including but not limited to snow plowing within the site limits and rubbish disposal. No outside burning of rubbish or inside incineration shall be permitted.

7614. Non-Applicability. The provisions of Section 7000 shall be of no application to the provisions of this Section 7600.

7615. Affordable Housing Requirement. An application for a SVD/55 Special Permit shall conform to the following Affordable Housing requirements:

- (a) An application that proposes a maximum density of seven (7) units per acre shall require that at least ten (10%) percent of the total Dwelling Units in the Senior Village Development be established as Affordable Housing Units. The calculation of the number of designated affordable units shall be rounded to the next whole number of units equal to 0.5 or greater, provided that at no time shall a SVD/55 Special Permit be granted with less than one (1) Affordable Dwelling Unit. The Planning Board may waive the construction or provision for Affordable Housing Units for an equivalent fee – in – lieu of unit payment made to the Town of Tewksbury for disbursement to the Affordable Housing Trust Fund, subject to the provisions and policies of the Tewksbury Local Housing Partnership for the creation of Affordable Housing Units in the Town of Tewksbury.
- (b) An application for a SVD/55 Special Permit that proposes a maximum density of six (6) units per acre shall require that at least five (5%) percent of the total Dwelling Units in the Senior Village Development be established as Affordable Housing Units. The calculation of the number of designated affordable units shall be rounded to the next whole number of units equal to 0.5 or greater, provided that at no time shall a SVD/55 Special Permit be granted with less than one (1) Affordable Dwelling Unit. The Planning Board may waive the construction or provision for Affordable Housing Units for an equivalent fee – in – lieu of unit payment made to the Town of Tewksbury for disbursement to the Affordable Housing Trust Fund, subject to the provisions and policies of the Tewksbury Local Housing Partnership for the creation of Affordable Housing Units in the Town of Tewksbury.
- (c) An application of a SVD/55 Special Permit that proposes a maximum density of five (5) units or less per acre shall require that at least two (2%) percent of the total Dwelling Units in the Senior Village Development be established as Affordable Housing Units. The calculation of the number of designated affordable units shall be rounded to the next whole number of units equal to 0.5 or greater, provided that at no time shall a SVD/55 Special Permit be granted with less than one (1) Affordable Dwelling Unit. The Planning Board may waive the

construction or provision for Affordable Housing Units for an equivalent fee – in – lieu of unit payment made to the Town of Tewksbury for disbursement to the Affordable Housing Trust Fund, subject to the provisions and policies of the Tewksbury Local Housing Partnership for the creation of Affordable Housing Units in the Town of Tewksbury.

- (d) All affordable units constructed or rehabilitated under this Section 7615 shall be situated within the Senior Village Development so as not to be in less desirable locations than comparable market-rate units in the development, and shall on average be no less accessible to public amenities such as open space than the market-rate units. Affordable Housing Units within the Senior Village Development shall be integrated within the development and shall be compatible in design, appearance, construction and quality of materials with other units. Interior features of Affordable Housing Units shall comply in all respects to the minimum design and construction standards set forth in the Local Initiative Guidelines promulgated by the Department of Housing and Community Development, July 1996, as amended from time to time.
- (e) A marketing plan shall be developed by the project developer which describes how the affordable units will be marketed to potential homebuyers. This plan shall give priority to Tewksbury residents and include a description of the lot.

7616. Historic Preservation Incentive.

A. Objectives

To encourage, permit flexibility and provide incentives for the preservation of historic buildings, structures, sites and settings, and elements of historical or architectural significance, in a development as defined.

B. Historic Eligibility Defined

Any historic element, as defined below, may qualify for Historic Preservation Incentives, in a development, if it is included on any of the following lists or surveys:

1. National Register of Historic Places
2. State (Commonwealth of Massachusetts) Register of Historic Places
3. Inclusion by the Tewksbury Historical Commission in its Historic Survey, or identification by that Commission of historic and/or architectural significance and thereby potential inclusion in the Historic Survey.

C. Findings Required

In order to grant a density bonus for the specific purpose of preserving an architecturally significant building on the site on which it was constructed, the SPGA shall, in accordance with and pursuant to its authority under Section 7607, first determine that it is necessary to maintain said historic or architecturally significant building, structure or element on the site on which it was originally constructed, and that the granting of the density bonus set forth in Section D below is compatible with the general land use goals and objectives set forth in this Section 7600; provided, however, that no use other than residential shall be permitted within the historic building.

D. Increases In Permissible Density

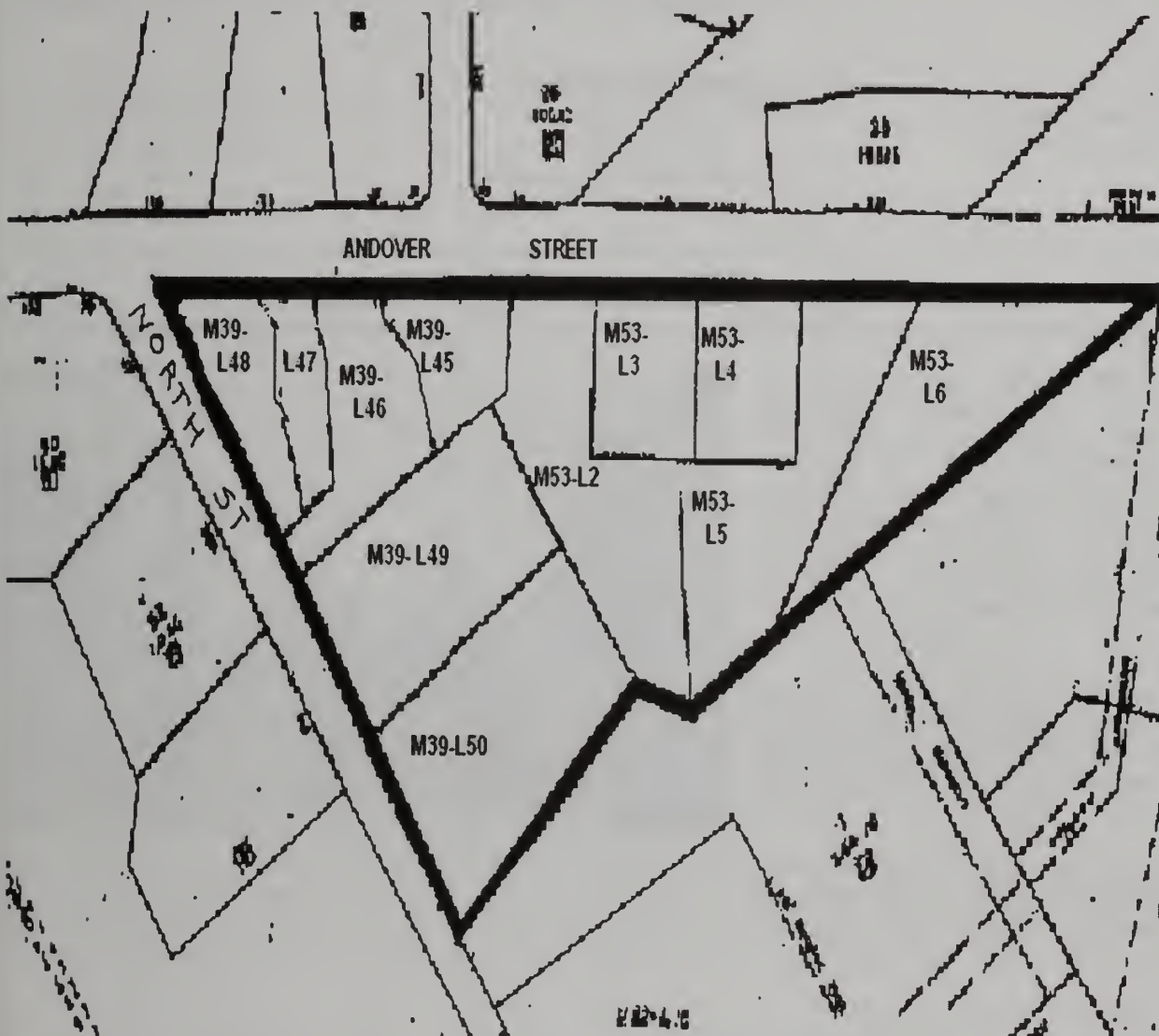
Subject to the requirements of Section 7616, Historic Preservation Incentives, qualified dwelling units restored or constructed with the Planning Board approval of an Historic Preservation Incentive in an SVD/55 development shall NOT count toward the Section 7608 density, thus allowing for a "1 for 1" density bonus for every one (1) "Historic" housing unit, one (1) dwelling unit within the SVD/55 development. The "historic" housing unit shall NOT be subject to the Affordable Housing Requirements herein.

7617. Severability. If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of the Tewksbury zoning bylaw.

7618. Inapplicability of Certain Other Regulations. Where this Section 7600 specifies some standard or makes some other requirement contrary to a requirement elsewhere in this Zoning Bylaw, the provisions of this Section 7600, as may be amended from time to time, shall prevail.

Board of Selectmen
Planning Board

Executive Summary: The purpose of this Article is to create a new age restricted overlay zoning district called the Senior Village District (SVD/55) and to thereafter re-zone certain parcels of land located at Tewksbury Assessor's Map 53, Lots 2, 3, 4, 5 and 6, and Lots 45, 46, 47, 48, 49, and 50 on Tewksbury Assessor's Map 39 from Residential (R-40) to Senior Village District ("SVD/55"). The parcels are presently zoned for residential use (R-40).



Motion: Planning Board Chairman, David Plunkett, motioned to Amend Article 1 and Adopt the Article, as Amended.

Voted: The Planning Board's Amendment was Adopted. 11/30/04 7:02 PM
Article 1 was Adopted, as Amended. 133 YES, 6 NO (2/3's vote 93) 11/30/04 7:06 PM

AMENDMENT: Amend the first sentence of section 7615 (a) increasing the requirement of Affordable Housing Units to 15% so that the new sentence would read:

"An application that proposes a maximum density of seven (7) units per acre shall require that at least fifteen (15%) percent of the total Dwelling Units in the Senior Village Development be established as Affordable Housing Units."

Finance Committee Chairman, Todd Johnson, motioned to Adjourn the November 30, 2004, Special Town Meeting, sine die, and this motion was Adopted. 11/30/04 7:07 PM

A true copy attest:
Elizabeth A. Carey, CMMC, CMC
Town Clerk

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ADMINISTRATION

*Board of Selectmen
Administrative Services
Parking Clerk*

*Town Manager
Board of Registrars
Town Clerk
Department of Public Works*

*Town Counsel
Housing Authority
Veteran's Services*

Board of Selectmen



During this past year, 2004, the Board of Selectmen held regular meetings twice a month September through May and once a month during the months of June, July and August. Board members served on many subcommittees during the year, such as, Mills Study Committee, Sewer Advisory Committee, Memorial Day Committee, Wynn School Building Committee, Town Meeting Review Committee, Fire Department Long Range Planning Committee and Water Study Committee.

Representatives James Miceli and Barry Finegold and Senator Susan Tucker were available to meet with the Board to discuss all items of interest to the Board and the community including pending and future legislation.

The Board of Selectmen wishes to extend their thanks to the Town Manager, department heads, town employees and office staff for their commitment to provide better service to the residents of this community during this past year. The Board would also like to take this opportunity to thank those men and women who have served the town as members of numerous appointed and elected boards and committees for the time and effort expended by them in various positions in town government.

The Selectmen's Office is located in the Town Hall, 1009 Main Street, and is open Monday through Friday 8:00 a.m. to 4:30 p.m. for the convenience of the townspeople. The Selectmen meet twice a month on Tuesday evening at 7:30 p.m. All residents are welcome to attend these meetings. However, if you wish to be heard on an issue, or have the Board take action on a specific matter, it will be necessary to have a detailed written request presented at the Selectmen's Office prior to the noon closing of the agenda on Wednesday preceding each meeting. This procedure enables the Selectmen to gather any pertinent information prior to the meeting and eliminates the necessity for delay in making decisions.

For your convenience, the Selectmen's meetings, as well as other Board and Committee meetings, continue to be televised live on Channel 10.

BOARD OF SELECTMEN

Joseph P. Gill, Jr., Chairman
Jerome Selissen, Vice Chairman
John Ryan, Clerk
Charles E. Coldwell
Douglas W. Sears, Esq.

Town Manager

In reviewing 2004, I can best characterize the year as a time of change, challenge and progress.

In terms of change, a new Police Chief, Al Donovan, and a new Superintendent of Public Works, Toma Duhani, assumed their positions at the beginning of the year. Halfway through the year, we said good-bye and thanks for a career of long dedicated service to Fire Chief Thomas Ryan while welcoming Rick Mackey as the new Fire Chief. Thus, by the end of the year there were new managers in the Town's three largest departments for the first time in almost seventeen years. Despite the magnitude of this transition, everyone worked together to make it a successful transition.

In terms of challenges, two issues impacted you the most. The first was the rezoning of the Perkins property for the proposed Mills Corporation retail mall. This resulted in the Town conducting one of its largest ever Town Meetings with over 1,800 voters in attendance. Conducting a simultaneous meeting in three locations at the High School was a logistics challenge to which the Town officials and its employees responded in an exemplary manner.

The second major challenge was the perchlorate contamination of the Town's water supply which was identified in August resulting in a Public Health Advisory for certain sub-population groups to not drink the water. First, the Town was proactive in establishing the Public Health Advisory prior to the requirement to establish it. Second, the Town aggressively used its technological tools – Cable TV message channel, Reverse 911, and Web broadcasts – to inform the public of the Public Health Advisory. Third, the Town with the cooperation of Tewksbury Hospital and DeMoulas supermarkets provided alternative water supplies. Fourth, the Town rejected costly and time consuming alternatives to address the problem and instead focused on discovering the source of the contamination which occurred in late November and was found to be a medical device manufacturer in Billerica which resulted in the elimination of the Public Health Advisory by Christmas. In retrospect, the Town's officials, employees, consultants and Legislative delegation took an aggressive approach to this challenge and resolved it.

In addition to these challenges, the Town successfully responded to several other challenges. In the Spring, the Town learned that the proposed water storage project did not make the fundable list for a State low interest loan. Instead of accepting this, the Town's officials, employees and consultants and State Legislative delegation mounted a campaign to secure these funds as we had the confidence that we could move ahead while other municipalities would not have this capability. We were correct and were awarded the loan in early August which will save hundreds of thousands of dollars in the future.

The next challenge was the completion of the re-design of the proposed Senior Center renovation and expansion project. This was completed and approved at both the October Special Town Meeting and a subsequent Special Town Election approving the debt exemption for this project.

In terms of progress, the most visual progress occurred with construction of the Master Sewer Plan. For contract 21, all the pipe installation was completed in the Spring, some of the streets, most notably South Street, were repaved and the sewer pump station was working by the end of the year. Sewer pipe installation started on Contracts 22 and 24 which directly impacted Shawsheen Street, Bridge Street and South Street but work was completed on time on the streets which impacted the school bus routes. Construction contracts were awarded for Contracts 23 and 25 and by the end of the year construction had started on Contract 23. Additionally, design work was initiated on the Phase 8 work involving Contracts 26, 27 and 28 and to date all work is ahead of schedule.

Sidewalk construction was completed on North Street from East Street to the railroad tracks plus a small section on Main Street and Livingston Street.

Several streets – a large section of South Street, a large section of Shawsheen Street and Hood Road were repaved plus some sections of other streets, Whipple, Trull and Pleasant were repaved to hold them together until the sewers are constructed.

At the Water Treatment Plant, the residual facility was completed on time. This facility contains two alum sludge vacuum filter machines which results in a technologically innovative and environmentally friendly process for removing alum sludge using a small footprint facility and then recycling the alum sludge for future use.

While not completed in 2004, progress occurred on several projects. By the end of the year, the signalization of the Chandler and East Streets intersection was almost complete. Work started on the drainage and water improvements in the Brentwood, Kendall and Livingston area. Funding and locating the 6 million gallon water storage facility was accomplished along with completing most of the Master Water Distribution Plan. An engineering firm was selected to do drainage and paving improvements on River

Road from Trull Road to the Andover line. Chief Mackey and the Fire Department undertook an inspection of the majority of the Town's fire hydrants plus initiated work on replacing the Town's fire alarm system.

Additionally, the DPW installed new sanding equipment which will spread the salt more efficiently and staff from numerous Town departments started to explore expanding the Town's Geographic Information System.

Finally, I was recognized by the International City Management Association as a "credentialed manager", served as the Chairman of Massachusetts Municipal Association, Vice Chair of NESWC, and Secretary-Treasurer of the Massachusetts Municipal Management Association.

In conclusion, I wish to thank the many Town officials, employees, consultants and residents who assisted the Town in facilitating organizational change, meeting the year's challenges and accomplishing enormous progress.

David G. Cressman
Town Manager

Town Counsel

In 2004, Charles J. Zaroulis, Town Counsel, represented the Town of Tewksbury in litigation before the District Court, Middlesex Superior Court, Probate Court, the Massachusetts Land Court, the Appeals Court, and in matters before the Appellate Tax Board.

The Town received favorable decisions and/or judgments in the following cases:

- Kevin C. Sullivan, et al. v. Town of Tewksbury and Department of Environmental Protection - Appeals Court. The Court affirmed the Superior Court judgment favorable to the Town.
- Lewis Tremblay v. Zoning Board of Appeals (2 cases) - Land Court.
- Klock v. Zoning Board of Appeals and Town of Tewksbury - Superior Court.
Judgment for the Town on five (5) counts and against the Town on two (2) counts. Case is pending motion for reconsideration.
- Ryan, James, et al. v. Planning Board and Demoulas Super Markets, Inc. - Land Court.

The following cases against the Town were dismissed:

- Carter Green II Condominium Trust v. Biladeau, et al. - Superior Court.
- Hancock Engineering Associates v. Tewksbury - Superior Court.
- Lambert and Lafreniere v. Town of Tewksbury - Superior Court.
- Frank Mathews v. Motiva and the Zoning Board of Appeals (2 cases) - Superior Court.
- Norman McDade, et al. v. Zoning Board of Appeals - Superior Court.
- George Nawn v. Tewksbury - Superior Court.
- Paul Nicosia v. Powell and Town of Tewksbury - Superior Court.
- Phelco Corp. v. Conservation Commission - Superior Court.
- Elaine Rose v. Zoning Board of Appeals - Superior Court.
- George Thompson, et al. v. Town of Tewksbury - Land Court.

The following cases are pending:

- Richard Bouchard v. Brothers Development, Inc., and Zoning Board of Appeals - Superior Court.
- Louis Carciofi v. FAB and Zoning Board of Appeals - Superior Court.
- Nancy Caton v. Zoning Board of Appeals - Land Court.
- David G. Cressman v. Domenic Germano and Zoning Board of Appeals - Superior Court.
- David G. Cressman and Planning Board v. George Brothers and Zoning Board of Appeals - Land Court.
- David G. Cressman v. Atamian - Superior Court.
- Veronica Curseaden v. Zoning Board of Appeals - Superior Court.
- Robert DiStefano, Trustee v. Zoning Board of Appeals - Land Court.
- Robert DiStefano, Trustee v. Planning Board - Land Court.
- Germano v. Zoning Board of Appeals - Superior Court.
- Giasullo v. Planning Board - Land Court.
- Guy Indelicato v. Zoning Board of Appeals - Superior Court.
- Lefebvre, Donald, Jr. v. Zoning Board of Appeals - Land Court.
- City of Lowell v. Tewksbury - Superior Court.
- MJP Contracting, Inc. v. Zoning Board of Appeals - Land Court.

- Timothy McClendon, et al. v. Joseph Gerard, et al. and the Inhabitants of the Town of Tewksbury - Superior Court.
- R.J.R. Ventures, d/b/a Cornerstone Corp. v. Planning Board - Land Court.
- Retail Management & Development, Inc. v. Planning Board - Land Court.
- James Ryan, et al. v. Demoulas and Conservation Commission - Superior Court.
- James Ryan, et al. v. Demoulas Super Markets, Inc. and Conservation Commission - Superior Court.
- Sheehan and DAV v. Flanagan and Tewksbury - Appeals Court.
- Tewksbury Building Commissioner v. George Brothers - Superior Court.
- Tewksbury Building Commission v. Robert Capachietti - Land Court.
- Tewksbury Building Commissioner v. John D. Sullivan (Catamount Road) - Superior Court.
- Tewksbury Building Commissioner v. Christopher Eagan - Superior Court.

In addition to court and administrative hearings, Town Counsel appeared before state agencies, prepared legal documents, contracts, deeds, easements, court pleadings, legal memoranda and opinions for various departments; he has drafted by-laws and rules and regulations for Boards and has reviewed and drafted Town Meeting Articles; and he has made eminent domain land takings for sewer improvements.

Town Counsel will continue his program of providing municipal law memoranda and training sessions which address important and current issues of law and the interpretation of laws for the various Boards, Committees, Commissions, and Departments.

Town Counsel thanks the Boards of Selectmen, the Town Manager, the several Boards, Committees, Commissions, Departments, and their officers and employees for the excellent co-operation again afforded to him during the past year.

Charles J. Zaroulis
Town Counsel

Administrative Services

OFFICE HOURS ARE MONDAY THRU FRIDAY
7:30 A.M. - 4:30 P.M.

Department Staff

- William Rose, Administrative Services Assistant, concentrating on Personnel Computer System, Job Postings, and New Employee Orientation.
- Melanie Sitar, Administrative Services Assistant, concentrating on Employee Benefits, Occupational Injury Compensation, and Medical Cost Analysis, COBRA and Family Medical Leave.

2004 was a busy year for the Administrative Services Department, which serves the town in the following areas:

Employee Services

- Physicals for new Fire and Town employees are coordinated through this office.
- All town and school employees and retirees are now listed on the central database with their benefits including health, dental, and life insurance plans.
- All town employee's vacation, sick time, and personal days are tracked
- Job Postings for all town side employment opportunities
- Background Checks and CORI checks are accomplished on all new employees
- New Employee Orientation
New employees are made aware of town benefits, the sexual harassment policy is distributed/explained, and payroll information is collected.
- Standardization of Job Titles
Both managerial and clerical job classification has been implemented
- All new employees are entered in the Munis Financial Program.
- Administrative Services provides support for the Personnel Relations Review Board
- Administrative Services reviews, corrects when needed and tracks all accrued time off for Town Employees.
- A new Occupational Injury policy was developed and implemented.

Respectfully,
Sandra Barbeau
Assistant to the Town Manager

Board of Registrars

Beverly A. Bennett
Edward Creamer
Donald Ordway, Chairman
Elizabeth A. Carey, Town Clerk

One of the major duties of the Board of Registrars is to conduct all voter registration sessions. Registrars are responsible for the voter registration process, for maintaining voter registration records, and for submitting certain records to the Secretary of State.

There are three (3) important lists the registrars are required to prepare: the annual street list, the annual card file of registered voters, and the registered voters list.

Certification of nomination papers, petitions, proposed town meeting articles, and applications for absentee voting are also the duty of the Registrars. Applications for voting absentee may be requested from the Office of the Town Clerk. Information about absentee voting may be obtained by phoning the Town Clerk's Office at 640-4355.

Prior to any election or town meeting, the Board of Registrars conducts a special voter registration session; the date and time are published in advance in the local newspapers and cable TV.

In 1994, the Motor Voter Law became effective and this allows eligible town residents to register to vote by mail. Phone the Town Clerk's office at 640-4355 and request that a mail-in voter registration form be mailed to you and/or eligible members of your family.

Residents may register to vote at the Town Clerk's Office, Town Hall, Monday through Friday, from 8:30 A.M. to 4:30 P.M. and Tuesday evenings from 7:00 P.M. to 8:30 P.M.

PRECINCT ENROLLMENT:

Precinct 1	2,354
Precinct 1A	2,308
Precinct 2	2,233
Precinct 2A	2,205
Precinct 3	2,531
Precinct 3A	2,398
Precinct 4	2,237
Precinct 4A	2,351

PARTY ENROLLMENT:

Precinct	American Independent	Democrat	Green Party USA	Green- Rainbow	Interdependent 3 rd Party	Libertarian	Reform	Republican	Unenrolled	Total
1	0	720	0	1	2	13	1	350	1,267	2,354
1A	0	790	1	1	3	10	1	299	1,203	2,308
2	0	787	0	1	3	14	2	241	1,185	2,233
2A	0	736	0	0	0	23	1	265	1,180	2,205
3	0	816	0	0	1	16	0	388	1,310	2,531
3A	1	754	0	1	0	13	2	315	1,312	2,398
4	0	787	0	1	3	6	0	251	1,189	2,237
4A	0	898	1	1	3	10	1	245	1,192	2,351
Total	1	6,288	2	6	15	105	8	2,354	9,838	18,617

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk

Housing Authority

During the year of 2004, the Tewksbury Housing Authority has added 193 new applicants to its waiting lists. The vacancy turnovers for our elderly and disabled housing units were 16, and 2 for the family units.

This year the Authority entered into a contract with the Department of Housing and Urban Development (HUD) to fund improvements to balcony egresses on the buildings of the Authority's Robert Flucker Heights Federal Elderly /Disabled Housing Development. Construction is scheduled to start in the spring of 2005.

The Tewksbury Housing Authority manages 342 State and Federal Public and Subsidized Housing Units. Its Board is comprised of four (4) Elected Officials and one (1) State Appointed Official. The THA meetings are held on the first Tuesday of each month at 3:00 P.M. in the community hall at the Saunders Circle Development.

I would like to take this opportunity to thank the members of the Authority --Linda R. Brabant, Robert Briggs, Shawn Dillon and John Deputat, our State Appointee -- also our Executive Director, Corinne Delaney, our office staff, and our maintenance men for their continued efforts and dedication to the Authority during this past year.

Louise A. Gearty
Chairman

TEWKSBURY HOUSING AUTHORITY
TEWKSBURY 689-2 DMR DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2004

ASSETS

	CASH		
1111	ENTERPRISE BANK	<u>\$ 101,532.05</u>	
	TOTAL CASH		\$ 101,532.05
	ACCOUNT RECEIVABLE		
112250	126.1 ALLOW DOUBT AC RENT	<u> </u>	
	TOTAL ACCOUNT RECEIVABLE		0.00
	FIXED ASSETS		
1561	161 LAND	1.00	
1562	162 BUILDINGS	534,894.02	
1563	163 DWELLING EQUIPMENT		
1564	164 ADMIN EQUIPMENT	2,307.69	
1565	165 LEASEHOLD IMPROV		
1566	166 ACCUM DEPRECIATION	<u>(136,031.21)</u>	
	TOTAL FIXED ASSETS		<u>401,171.50</u>
	TOTAL ASSETS		<u>\$ 502,703.55</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ (1,550.63)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (1,550.63)
	ACCRUED LIABILITIES		
213501	322 ACCRUED COMP ABSENCE	643.88	
2137	PAYMENT IN LIEU OF TAXES	<u>450.00</u>	
	TOTAL ACCRUED LIABILITIES		1,093.88
	SURPLUS		
2590	OPERATING RESERVE	102,446.79	
2700	NET INCOME (DEFICIT)	(457.99)	
2807	507 STATE CONTRIBUTION	<u>401,171.50</u>	
	TOTAL SURPLUS		<u>503,160.30</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 502,703.55</u>

TEWKSBURY HOUSING AUTHORITY
TEWKSBURY 167-1 DMH DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2004

ASSETS

	CASH		
1111	ENTERPRISE BANK	<u>\$ 44,079.91</u>	
	TOTAL CASH		\$ 44,079.91
	ACCOUNT RECEIVABLE		
112250	126.1 ALLOW DOUBTFUL A/C	<u></u>	
	TOTAL ACCOUNT RECEIVABLE		0.00
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT	<u></u>	
	TOTAL DEFERRED CHARGES		0.00
	FIXED ASSETS		
1561	161 LAND	1.00	
1562	162 BUILDING	435,919.36	
1564	164 ADMIN EQUIPMENT	2,307.69	
1566	166 ACCUM DEPRECIATION	<u>(111,287.65)</u>	
	TOTAL FIXED ASSETS		<u>326,940.40</u>
	TOTAL ASSETS		<u>\$ 371,020.31</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ (2,345.13)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (2,345.13)
	ACCRUED LIABILITIES		
213501	322 ACCRUED COMP ABSENCES	643.88	
2137	PAYMENT IN LIEU OF TAXES	<u>450.00</u>	
	TOTAL ACCRUED LIABILITIES		1,093.88
	SURPLUS		
2590	OPERATING RESERVE	44,678.45	
2700	NET INCOME (DEFICIT)	652.71	
2807	507 STATE CONTRIBUTION	<u>326,940.40</u>	
	TOTAL SURPLUS		<u>372,271.56</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 371,020.31</u>

TEWKSBURY HOUSING AUTHORITY
TEWKSBURY 689-1 GERRY DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2004

ASSETS

	CASH		
1111	ENTERPRISE BANK	<u>\$ 84,844.56</u>	
	TOTAL CASH		\$ 84,844.56
	ACCOUNT RECEIVABLE		
112250	126.1 ALLOW DOUBT RENTS	<u></u>	
	TOTAL ACCOUNT RECEIVABLE		0.00
	FIXED ASSETS		
1561	161 LAND	1.00	
1562	162 BUILDINGS	543,062.44	
1563	163 DWELLING EQUIPMENT		
1564	164 ADMIN EQUIPMENT	2,369.99	
1565	165 LEASEHOLD IMPROV		
1566	166 ACCUM DEPRECIATION	<u>(144,923.91)</u>	
	TOTAL FIXED ASSETS		<u>400,509.52</u>
	TOTAL ASSETS		<u>\$ 485,354.08</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ (2,430.13)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (2,430.13)
	ACCRUED LIABILITIES		
213501	322 ACCRUED COMP ABSENCE	643.88	
2137	PAYMENT IN LIEU OF TAXES	<u>450.00</u>	
	TOTAL ACCRUED LIABILITIES		1,093.88
	SURPLUS		
2590	OPERATING RESERVE	83,986.89	
2700	NET INCOME (DEFICIT)	2,193.92	
2807	507 STATE CONTRIBUTION	<u>400,509.52</u>	
	TOTAL SURPLUS		<u>486,690.33</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 485,354.08</u>

TEWKSBURY HOUSING AUTHORITY
TEWKSBURY TOWN HOUSING PROGRAM
BALANCE SHEET
DECEMBER 31, 2004

ASSETS

1112	CASH ENTERPRISE	<u>\$ 30,884.98</u>	
	TOTAL CASH		\$ 30,884.98
1211	DEFERRED CHARGES PREPAID RETIREMENT	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
	OFFSETTING INCOME		
1506	161 LAND		
1507	162 BUILDINGS		
1508	163 EQUIPMENT DWELLING		
1509	164 EQUIPMENT ADMIN		
1515	166 ACCUM DEPRECIATION	<u> </u>	
	TOTAL OFFSETTING INCOME		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 30,884.98</u>

LIABILITY & SURPLUS

2119	ACCOUNT PAYABLE REVOLVING FUND	<u>\$ (4,747.35)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (4,747.35)
2320	FIXED LIABILITIES TOWN GRANTS	<u> </u>	
	TOTAL FIXED LIABILITIES		0.00
	SURPLUS		
2400	VALUATION FIXED ASSETS		
2590	OPERATING RESERVE	10,695.93	
2700	NET INCOME (DEFICIT)	<u>24,936.40</u>	
	TOTAL SURPLUS		<u>35,632.33</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 30,884.98</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY REVOLVING FUND
BALANCE SHEET
DECEMBER 31, 2004

ASSETS

	CASH		
1112	ENTERPRISE	<u>\$ 44,717.86</u>	
	TOTAL CASH		\$ 44,717.86
	ACCOUNT RECEIVABLE		
1121	A/R MA 139-1 DEPT 1	(21,878.87)	
1122	A/R SECT 8 VOUCHER DEPT 2	39,472.71	
1123	A/R 400-01 DEPT 03	(33,417.94)	
1125	A/R FED MOD DEPT 05		
1127	A/R 167-1 DEV DEPT 7	(2,345.13)	
1130	A/R TOWN HOUSING DEPT 10	(4,747.35)	
1132	A/R 689-1 DEV DEPT 9	(2,430.13)	
1133	A/R 689-2 DEV DEPT 11	<u>(1,550.63)</u>	
	TOTAL ACCOUNT RECEIVABLE		(26,897.34)
	DEFERRED CHARGES		
1290	UNDISTRIBUTED CHARGES		
1291	DEFERRED PAYROLL	<u> </u>	
	TOTAL DEFERRED CHARGES		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 17,820.52</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY REVOLVING FUND
BALANCE SHEET
DECEMBER 31, 2004LIABILITIES

ACCOUNT PAYABLES		
2111	ACCOUNT PAYABLE OTHER	\$ 395.00
2114	SECURITY DEP-PETS	
2171	FEDERAL WITHOLDING TAX	
2172	STATE WITHOLDING TAXES	
2173	RETIREMENT WITHHELD	2,661.20
2174	GROUP INSURANCE	86.86
2176	CHRISTMAS W/H	550.00
2178	CREDIT UNION	(75.00)
2179	FICA/MED TAX WITHHELD	
2180	DENTAL W/H	(0.02)
		<hr/>
TOTAL ACCOUNT PAYABLES		\$ 3,618.04
DEFERRED CREDITS		
2290	UNDISTRIBUTED CREDITS	
2291	DEFERRED INTEREST INCOME	41.80
2292	AFFORD HSG FEES	
		<hr/>
TOTAL DEFERRED CREDITS		41.80
ADVANCES TO REVOLV FUND		
2401	ADVANCE MA 139-001	5,000.00
2402	ADVANCE SECTION 8	575.68
2403	ADVANCE 400-01	8,585.00
		<hr/>
TOTAL ADVANCES TO REVOLV FUND		<hr/> 14,160.68
TOTAL LIABILITIES		<hr/> \$ 17,820.52

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
DECEMBER 31, 2004

ASSETS

*111 CASH		
1111	ENTERPRISE	\$ 68,096.21
1113	ENTERPRISE	1,755.21
1117	111 PETTY CASH	<u>25.00</u>
	TOTAL *111 CASH	\$ 69,876.42
ACCOUNT RECEIVABLES		
1122	126 A/R TENANTS 667-C	453.08
112201	126 A/R TENANTS 705-C	7,496.56
112250	126.1 ALLOW DOUBTFUL A/C	(6,754.48)
1125	124 A/R DHCD	<u>8,212.80</u>
	TOTAL ACCOUNT RECEIVABLES	9,407.96
ADVANCES		
1155	144 REVOLVING FUND	<u>8,585.00</u>
	TOTAL ADVANCES	8,585.00
INVESTMENTS		
116201	131 ENTERPRISE #10226887	210,620.94
116202	131 SPEC PURPOSE 10227831	<u>399,172.86</u>
	TOTAL INVESTMENTS	609,793.80
DEFERRED CHARGES		
1210	142 PREPAID INSURANCE	14,584.77
1211	142 PREPAID RETIREMENT	
1290	175 UNDISTRIBUTED CHARGES	<u></u>
	TOTAL DEFERRED CHARGES	14,584.77
FIXED ASSETS		
1561	161 LAND	24,106.00
1562	162 BUILDING	4,830,196.81
1563	163 EQUIP DWELLING	
1564	164 EQUIP ADMIN	140,757.53
1565	165 LEASE HOLD IMPROV	
1566	166 ACCUM DEPRECIATION	<u>(2,923,787.74)</u>
	TOTAL FIXED ASSETS	<u>2,071,272.60</u>
	TOTAL ASSETS	<u>\$ 2,783,520.55</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
DECEMBER 31, 2004

LIABILITY & SURPLUS

ACCOUNT PAYABLES			
2111	312 A/P OTHER		
2114	341 TENANT SECURITY DEP	\$ 1,755.21	
2118	333 A/P DHCD		
2119	347 A/P REVOLVING FUND	(33,417.94)	
	TOTAL ACCOUNT PAYABLES		\$ (31,662.73)
ACCRUED LIABILITIES			
2134	346 ACCRUED UTILITIES		
213501	322 ACCRUED COMP ABSENCES	19,573.96	
2137	333 ACCRUED PILOT	3,000.00	
	TOTAL ACCRUED LIABILITIES		22,573.96
DEFERRED CREDITS			
2240	342 PREPAID RENTS		
2290	342 DEFERRED CREDITS		
	TOTAL DEFERRED CREDITS		0.00
SURPLUS			
2560	512 SPECIAL PURPOSE RESV	282,680.94	
2590	512 RETAINED EARNINGS	424,457.23	
2700	NET INCOME (DEFICIT)	14,198.55	
2807	507 STATE CONTRIBUTION	2,071,272.60	
	TOTAL SURPLUS		2,792,609.32
	TOTAL LIABILITY & SURPLUS		<u>\$ 2,783,520.55</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY FEDERAL MA 139-1 LEDGER

BALANCE SHEET

DECEMBER 31, 2004

ASSETS

*111 CASH		
1112	ENTERPRISE	\$ 5,204.93
1113	PET AC ENT/PRISE	<u>1,147.14</u>
	TOTAL *111 CASH	\$ 6,352.07
ACCOUNT RECEIVABLE		
1122	126 A/R TENANTS	5,515.00
112201	126.1 ALLOW DOUBT ACCTS	
1125	122 A/R HUD	22,197.00
112901	144 A/R FEDERAL MOD	<u></u>
	TOTAL ACCOUNT RECEIVA13LE	27,712.00
ADVANCES		
1155	144 REVOLVING FUND	<u>5,000.00</u>
	TOTAL ADVANCES	5,000.00
*131 INVESTMENTS		
1162	ENTERPRISE BANK #10226874	<u>338,631.39</u>
	TOTAL *131 INVESTMENTS	338,631.39
DEFERRED CHARGES		
1210	142 PREPAID INSURANCE	10,417.25
1211	142 PREPAID RETIREMENT	
1212	142 INSURANCE DEPOSIT	463.00
1290	174 DEFERRED CHARGES	<u></u>
	TOTAL DEFERRED CHARGES	10,880.25
FIXED ASSETS		
1506	161 LAND	1.00
1507	162 BUILDING	3,081,683.15
1508	163 EQUIPMENT DWELLING	
1509	164 EQUIPMENT ADMIN	36,825.46
1510	165 LEASEHOLD IMPROV	
1515	166 ACCUM DEPRECIATION	<u>(1,530,695.81)</u>
	TOTAL FIXED ASSETS	<u>1,587,813.80</u>
	TOTAL ASSETS	<u>\$ 1,976,389.51</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY FEDERAL MA 139-1 LEDGER
BALANCE SHEET
DECEMBER 31, 2004

LIABILITIES & SURPLUS

ACCOUNTS PAYABLE			
2114	341 A/P PET DEPOSITS	\$ 1,147.14	
2119	347 A/P REV FUND	(21,878.87)	
211901	347 A/P FEDERAL MOD		
		<hr/>	
TOTAL ACCOUNTS PAYABLE			\$ (20,731.73)
ACCRUED LIABILITIES			
2135	321 ACCRUED PAYROLL		
213501	322 ACCRUED COMP ABSENCES	3,536.01	
2137	333 ACCRUED PILOT	7,991.28	
		<hr/>	
TOTAL ACCRUED LIABILITIES			11,527.29
DEFERRED CREDITS			
2240	PREPAID RENTS		
2290	353 DEFERRED CREDITS		
		<hr/>	
TOTAL DEFERRED CREDITS			0.00
SURPLUS FROM OPERATIONS			
2802	504 HUD/PHA CONTRIBUTION	1,587,813.80	
2806	512 RETAINED EARNINGS	370,700.46	
280601	512 RETAIN EARNING-MOD		
		<hr/>	
TOTAL SURPLUS FROM OPERATIONS			1,958,514.26
CURRENT YEAR OPERATIONS			
2940	RESIDUAL RCPTS, - DEFICIT	27,079.69	
		<hr/>	
TOTAL CURRENT YEAR OPERATIONS			(27,079.69)
TOTAL SURPLUS & LIAB			<u>\$ (1,976,389.51)</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
DECEMBER 31, 2004ASSETS

ACCOUNT RECEIVABLES		
1125	122 A/R HUD	
112901	144 A/R MA 139-1	
	TOTAL ACCOUNT RECEIVABLES	\$ 0.00
DEFERRED CHARGES		
1290	DEFERRED COST	
	TOTAL DEFERRED CHARGES	0.00
CAPITAL FUND 501-02 2002		
140201	CAP FUND 501-02 67,760	\$ 67,760.00
140298	CLOSE SOFT COST	(67,760.00)
	TOTAL CAPITAL FUND 501-02 2002	0.00
CAPITAL FD 501-03 (2003)		
140398	CLOSE SOFT COST	
140399	CLOSE HARD COST	
	TOTAL CAPITAL FD 501-03 (2003)	0.00
CAPITAL FD 502-03 (2003)		
140498	CLOSE SOFT COST	
140499	CLOSE HARD COST	
	TOTAL CAPITAL FD 502-03 (2003)	0.00
FIXED ASSETS		
1506	161 LAND	
1507	162 BUILDING	
1508	163 EQUIPMENT DWELLING	
1509	164 EQUIPMENT ADMIN	
1510	165 LEASEHOLD IMPROV	
1515	166 ACCUM DEPRECIATION	
	TOTAL FIXED ASSETS	0.00
CONTRACT REGISTER		
1801	A/E CONTRACT	
1802	1 ST CONTRACTOR	
1851	A/E CONTRACT	
1852	1ST CONTRACTOR	
	TOTAL CONTRACT REGISTER	0.00
	TOTAL ASSETS	\$ 0.00

TEWKSBURY HOUSING AUTHORITY
TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
DECEMBER 31, 2004

LIABILITY & SURPLUS

ACCOUNT PAYABLE			
2111	312 A/P OTHER		
2112	312 RETENTIONS		
2118	331 A/P HUD		
2119	347 A/P REV FUND		
211901	347 A/P MA 139-1		
		<hr/>	
TOTAL ACCOUNT PAYABLE			\$ 0.00
OTHER DEFERRED CREDITS			
2290	353 DEFERRED CREDITS		
		<hr/>	
TOTAL OTHER DEFERRED CREDITS			0.00
EQUITY			
2700	NET INCOME, - DEFICIT		
2802	504 HUD/PHA CONTRIBUTION		
2806	512 RETAINED EARNINGS		
		<hr/>	
TOTAL EQUITY			<hr/> 0.00
TOTAL LIABILITY & SURPLUS			<hr/> \$ 0.00

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2004

		<u>Current</u>	<u>Balance</u>
140201	CAP FUND 501-02 67,760		
140206	1406 OPERATIONS		\$ 67,760.00
	TOTAL	\$ 0.00	\$ 67,760.00
140301	CAP FD 501-03 \$ 67,760		
140306	1406 OPERATIONS		
140310	1410 ADMINISTRATION		
140330	1430 A/E FEES		
140350	1450 LANDSCAPE		
140360	1460 RETAINING WALLS		
	TOTAL	\$ 0.00	\$ 0.00
140401	CAPITAL FD 502-03 \$ 11,111		
140406	1406 OPERATIONS		
140410	1410 ADMINISTRATION		
140430	1430 A/E FEES		
140450	1450 LANDSCAPE		
	TOTAL	\$ 0.00	\$ 0.00

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY AFFORDABLE HOUSING OPPORTUNITY PROGRAM
BALANCE SHEET
DECEMBER 31, 2004

ASSETS

1112	CASH ENTERPRISE	<u>\$ 511.74</u>	
	TOTAL CASH		\$ 511.74
1129	ACCOUNT RECEIVABLES ACCOUNT RECV - OTHER	<u> </u>	
	TOTAL ACCOUNT RECEIVABLES		0.00
1290	DEFERRED CHARGES UNDISTRIBUTED CHARGES	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
1404	DEVELOPMENT COSTS INVENTORY EQUIPMENT		
140471	1475.1 OFFICE EQUIP.	<u> </u>	
	TOTAL DEVELOPMENT COSTS		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 511.74</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY AFFORDABLE HOUSING OPPORTUNITY PROGRAM
BALANCE SHEET
DECEMBER 31, 2004

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2111	ACCT PAY - OTHER		
2119	ACCT PAY REVOLVING FUND		
2135	ACCRUED COMP ABSENCE		
	TOTAL ACCOUNT PAYABLE		\$ 0.00
	OTHER DEFERRED CREDITS		
2290	UNDISTRIBUTED CREDITS		
	TOTAL OTHER DEFERRED CREDITS		0.00
	SURPLUS		
2590	OPERATING RESERVE	\$ 508.41	
2700	NET INCOME, - DEFICIT	3.33	
	TOTAL SURPLUS		511.74
	TOTAL LIABILITY & SURPLUS		\$ 511.74

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY SECTION 8 VOUCHER
BALANCE SHEET
DECEMBER 31, 2004ASSETS

	*111 CASH		
1112	ENTERPRISE	\$ 140,948.58	
1114	ENTERPRISE FSS ESCROW	<u>943.24</u>	
	TOTAL *111 CASH		\$ 141,891.82
	ACCOUNT RECEIVABLES		
1122	128 A/R BACK RENTS	3,165.00	
112201	128.1 ALLOW DOUBT FRAUD	(5,571.50)	
1125	122 A/R HUD		
1129	125 A/R OTHER		
112999	128/125 A/R MOB & FRAUD		
1130	126.2 ALLOW DOUBT OTHER	<u></u>	
	TOTAL ACCOUNT RECEIVABLES		(2,406.50)
	ADVANCES		
1155	144 REVOLVING FUND	<u>575.68</u>	
	TOTAL ADVANCES		575.68
	DEFERRED CHARGES		
1210	142 PREPAID INSURANCE	2,021.39	
1211	142 PREPAID RETIREMENT		
1212	142 INSURANCE DEPOSIT	787.00	
1290	174 DEFERRED CHARGES	<u></u>	
	TOTAL DEFERRED CHARGES		2,808.39
	LAND STRUCTURES EQUIPMENT		
147501	164 EQUIPMENT OFFICE	1,201.16	
1515	166 ACCUM DEPRECIATION	<u>(1,201.16)</u>	
	TOTAL LAND STRUCTURES EQUIPMENT		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 142,869.39</u>

TEWKSBURY HOUSING AUTHORITY

TEWKSBURY SECTION 8 VOUCHER
BALANCE SHEET
DECEMBER 31, 2004LIABILITIES

ACCOUNTS PAYABLE		
2111	312 A/P OTHER	
2114	345 A/P FSS ESCROW	\$ 943.24
2118	331 A/P HUD	44,106.70
2119	347 A/P REV FUND	39,472.71
211998	347 A/P SECT 8 CERT	
211999	312 A/P MOB CLEAR A/C	
2135	321 ACCRUED PAYROLL	
213501	322 ACCRUED COMP ABSENCES	7,599.79
TOTAL ACCOUNTS PAYABLE		\$ (92,122.44)
DEFERRED CREDITS		
2210	PREPAID ANNUAL CONTRIB.	510,667.00
2215	HAPS A/C #4715	(485,256.00)
2230	CONTRA ADMIN FEE ACCOUNT	(37,946.68)
2290	342 UNDISTRIBUTED CREDIT	
2690	342 DEFER CREDIT-BK RENT	3,165.00
269001	312 CONTRA BACK RENT	(5,571.50)
TOTAL DEFERRED CREDITS		(14,942.18)
EQUITY REAC		
2806	512 RETAINED EARNINGS	66,813.87
TOTAL EQUITY REAC		(66,813.87)
HUD SURPLUS MEMO ONLY		
2810	UNRESERVED SURPLUS	(7,952,570.44)
2826	OPERATING RESERVE	
2827	PROJECT ACCOUNT UNFUNDED	108,176.70
2840	CUMULATIVE HUD CONTRIB.	7,844,393.74
TOTAL HUD SURPLUS MEMO ONLY		0.00
CURRENT OPERATIONS		
2940	RESIDUAL RCPTS, - DEFICIT	(1,124.74)
TOTAL CURRENT OPERATIONS		(1,124.74)
TOTAL SURPLUS & LIAB.		<u>\$ 142,869.39</u>

Parking Clerk

A hearing on any parking violation may be obtained upon the written request of the registered owner of the vehicle, as stated on the parking violation notice.

Year 2004 Fines collected and deposited with the Town Treasurer - \$25,650.60

Parking Ban (Overnight-Inclement Weather) Town By-Law 8.24.010

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street from 12:00 (Midnight) to 6:00 AM. This shall take effect on November First of each year and end on March Thirty-First. (A fine of \$10.00 will be imposed for a violation of this Section).

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street, day or night, when it is snowing or when icy conditions exist. (A fine of \$10.00 will be imposed for a violation of this Section).

Any vehicle, other than one acting in an emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street, may be removed or towed away, at the sole expense of the registered owner of said vehicle, under the authority and direction of the Superintendent of the Department of Public Works to a public garage or any convenient place. The Superintendent of the Department of Public Works shall within a reasonable time, notify the Chief of Police of the removal of any such vehicle and of the place to which it has been removed, and the Chief of Police shall give like notice to the registered owner of the vehicle.

Vehicles so towed away shall be stored in a safe place and restored to the registered owner thereof upon proper identification and full payment, to the Town or to the Keeper of the place of storage, for the expenses incurred in such removal and storage. Inquiries, about vehicles so towed away, shall be made at the Police Station. This allows easy and uninterrupted access for the fire, police, school buses, snowplows, sanders, and other emergency vehicles.

Effective January 2000 unauthorized parking in a designated handicap parking area will carry a violation fine of \$100.00 and parking in a fire lane will carry a violation fine of \$100.00.

TEMPORARY HANDICAPPED PARKING PLACARD/PERMIT. (Town By-Law 8.24.020)

Any motor vehicle bearing a handicapped parking permit, a Temporary Handicapped-Parking Placard/Permit, or a motor vehicle Registration Plate designating the vehicle as one used by a handicapped person, shall be authorized to park in a designated handicapped parking space. The Town Clerk may issue a Temporary Handicapped Parking Placard/Permit to any Tewksbury resident upon application and with a supporting letter signed by a licensed physician designating the applicant as physically handicapped. The temporary HANDICAPPED PARKING Placard/Permit shall be issued with an expiration date not to exceed 180 days from the date of issue and shall be displayed so as to be visible through the left portion of the front windshield of any vehicle parked in a designated Handicapped Parking Space. The Temporary Handicapped Parking Placard/Permit will be mutually honored by the Towns of Billerica, Chelmsford, Dracut, Tewksbury, Tyngsboro, Westford, and the City of Lowell. For further information pertaining to the Temporary Handicap Parking Permits please notify the Town Clerk's Office at 640-4355.

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk - Parking Clerk

Town Clerk

TOWN STATISTICS

	<u>2004</u>	<u>2003</u>
Population	30,859	29,979
Licenses -		
Dogs	1,681	1,671
Sporting	380	439

FINANCIAL

1/1/2004 - 12/31/2004

Fees to Town Treasurer	\$45,721.85
Dog Fees to Treasurer	19,899.00
Sporting Licenses to State	7,907.95
Parking Fines to Town Treasurer	25,650.60
TOTAL	\$99,179.40

VITAL STATISTICS

	As of 12/31/2004	
	<u>2004</u>	<u>2003</u>
Births	250	319
Marriages	121	130
Deaths	256	272

Chapter 45, Section 15 of the Massachusetts General Laws: The Town Clerk will furnish blanks for the return of Births to parents, householders, physicians and registered hospital medical officers applying therefor.

The Town Clerk holds office hours Monday through Friday from 8:30 a.m. to 4:30 p.m., and Tuesday evenings from 7:00 p.m. to 8:30 p.m.

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk

E911 DISABILITY NOTIFICATION FORM

This notification will provide additional information to the Public Safety Officials so they will be better prepared to serve you.

ALERTING PUBLIC SAFETY OFFICIALS: POLICE, FIRE & AMBULANCE SERVICE

You or any individual residing at your address who communicates over the phone by a TTY and/or has a disability that may hinder evacuation or transport, may request an E911 Disability Notification Form from the Town Clerk's Office by calling 640-4355, Monday-Friday, 8:30 AM to 4:30 PM.

PASSPORT AGENCY - TOWN CLERK OFFICE

Town Clerk Elizabeth Carey, Assistant Town Clerk Kathleen Garrant and Sandra Turcotte have successfully completed the requirements of the State Department's Passport Application Acceptance Program.

The Town Clerk's Office is offering the Passport Service Monday through Friday, 9:00 AM to 3:00 PM at the Town Hall, 1009 Main Street.

Year 2004 - 450 Passport Applications Processed - \$13,500.00 Execution Fees Collected and Deposited with Treasurer.

Veterans' Services

OFFICE HOURS ARE MONDAY THROUGH FRIDAY
8:00AM - 4:30PM

The Veterans' Services Department has again been active in helping the town's veterans. They have provided financial support to those veterans needing assistance, and administrative support interpreting and filling out the sometimes complex federal and state veteran's forms. In 2004, the Federal Government (VA) expanded veteran's benefits, offering a wider range of prescriptions and medical care to the veterans. This greatly increased the number of veterans applying for State and VA Hospital services. On the state level, your Veterans Service Officer, as a member of the MVSOA, which has worked hard to get legislation passed, improved the definition of a veteran and securing better benefits for veterans. This Veterans Service Officer attends monthly meetings of the American Legion, Disabled American Veterans and Veterans of Foreign Wars, and handed out a book by the Secretary of the Commonwealth William F. Galvin (Veterans' Laws and Benefits). The Veterans' Service Officer has represented the Town at several patriotic functions, Veterans Day and Memorial Day.

The Department of Veterans Services continues to offer to the veterans and his dependents, or the widows of veterans, services in a wide range of categories; such as:

VA Pension	Grave Markers
Hospitalization (in and out patient)	Social Security Assistance
Burial Allowance	Disability Assistance
Drug & Alcohol Treatment	Industrial Accident Cases
Educational & Vocational Training	Retirement Matters
Copies of Discharges (DD214)	Military Records

The Department of Veterans' Services does not stand alone in serving the Town's veterans, but works with the other Veterans' and Fraternal Organizations of the Town. I would like to thank them all for their time, efforts and contributions. Special thanks should also go to the Town Manager, Board of Selectmen and other Town Departments for their help in making this a town where the veteran is well served.

Working with the A.L., D.A.V., V.F.W. and A.U.X. plus Tewksbury Veterans Council, to ship package over seas for our service man and woman from the Town of Tewksbury. At the holidays or any time as it become wanted or needed.

Respectfully submitted,
James F. Williams
Director, Veterans' Services

Department of Public Works

The mission of the Tewksbury Department of Public Works is to provide outstanding public services for the residents of Tewksbury and our visitors while maintaining a superior infrastructure, providing a clean and safe environment, as well as sustaining a high quality of life.

ADMINISTRATION:

The Administration Division with a staff of three (3) consisting of the Superintendent of Public Works, (1) Executive Secretary and (1) Head Account Clerk, oversees the operations of the department and is responsible for all long range planning. The administrative staff coordinates the department's activities, develops and manages the annual operating budget of the department, develops capital improvement and capital equipment for each division, prepares personnel and payroll records for 39 employees, processes vendor invoices for payment, administers the issuance of driveway and utility road opening permit process. This division also provides project planning, project problem resolution and oversees all construction whether conducted by the Town or by a contractor to ensure compliance with project plans; assists with the review of plans of proposed subdivisions to insure compliance with DPW standards within areas that may be presented for acceptance and perpetual maintenance. Also, the Administration Division assists with the hiring of new staff, assists with labor negotiations and manages labor agreement issues, develops,

implements and enforces departmental policies, coordinates the administrative support for all divisions of the department and handles all public inquiries.

Physical Alteration Permits (Driveway Permits) a Total of 38 applications processed.

Street & Sidewalk Opening Permits (Utility Road Opening Permits) a Total of 58 applications processed.

Sidewalk Construction: Project Administration

- North street Sidewalk (East Street to the RXR).
- Main Street Sidewalk (Hinckley Road to Bacci's Restaurant).

Recycling Bins: 200 Issued

Linda Monahan, Executive Secretary

HIGHWAY DIVISION:

The Highway Division with a staff of nine (9) consisting of (1) division supervisor, (1) crew leader, (3) special heavy equipment operators, and (4) heavy motor equipment operators are responsible for maintaining 152 miles of roadway network. These duties and responsibilities are to service the community in a multiple of road maintenance and drainage related tasks, such as the reclamation & paving of streets, the repairing of potholes, and the construction of driveway aprons as well as repair of utility trenches. Other related street maintenance & repairs include street sweeping, street/traffic sign installation/replacement, maintenance of traffic pavement markings and the painting of crosswalks. Drainage maintenance includes new installation of catch basins, cleaning and repairs, "jetting" of drain lines when necessary and the cleaning of culverts/drainage ditches. In addition, the division responded to "special projects" requiring carpentry, masonry, electrical and other specialized skills. Examples of these duties are electrical repairs and repairs to doors, windows and roofs in municipal facilities. The Highway Division is also responsible for snow and ice operations during the winter with the assistance of other DPW divisions.

Examples of this Division's duties and accomplishments in 2004 are:

Reclamation and Paving of Phase 6 Sewer Project Roads:

Madeline Road, March Road, Trahan School, South Street, Wilson Road, Seventh Street, McLaren Road, Webster Street, Nichols Street, Ryans Way, Laura Road, Pratt Street and Leon Road.

Reclamation and Paving of Chapter 90 Program Funded Roads:

South Street (Brown Street to the Wilmington Line)

Hood Road

Shawsheen Street (Patten Road to Mark Road)

The contract for storm water drainage and water transmission line improvements at Livingston Street, Kendall Rd. and Brentwood Rd. has been awarded. Construction has commenced and will continue until October 2005.

Driveway Apron or Asphalt Berm Installed

Hood Rd.-South St.-Shawsheen St.-Whipple Rd.-Astle St.-North St.-Royal Crest Circle-Spaulding Court-Whipple Rd.-Pratt St. Ronald Dr.-So. Rhoda St.-Strang St.-Patricia Dr.-No. Billerica Rd.-Darlene Circle-Amos St.

Sidewalk Installations & Repairs

Shawsheen St.(from Joanne Dr. to Foster Rd.) and Shawsheen St.(from Beech St. to Patten Rd.)

Traffic Islands Installed

Hill St. (at South St.)

Brown St.(at South St.)

Street Crack Sealing Program

Arnold Rd.-Autumn Ln.-Bayberry Ln.-Belt Circle-Blacksmith Ln.-Blease Dr.-Bond St.-Bopete Ln.-Bridle Path-Carolina Rd.-Chester Circle-Cynthia Rd.-Dalton St.-Darby St.-Diane Dr.-Dunvegan Rd.-Edison St.-Edith Dr.-Edith Dr. Ext.-Evergreen Rd.-First St.-Fitz Terrace-Green St.-Hodgson St.-Joseph Dr.-Judique Dr.-Judith E. Dr.-Kansas Rd.-Karen Lee Ln.-Kehoe Ln.-Kent St.-Kevin St.-Lakeview Ave.-Langley Ln.-Leisa G. Dr. - Miles Rd.-Mitchell G.Dr.-Nevada Rd.-New Jersey Rd.-Newton Ave.-Otis St.-Pumpkin Ln. - Russell St.-Second St.-Sheridan Ln.-Sixth St.-St.Mary's Rd.-Susan Dr.-Term Terrace-Thorndike Ln.-Vermont Ln.-Water St.-Waterford Meadow Dr.-Whipple Rd. (from Marston to Billerica town line)-Windsor Dr.-Worthen Place

Administration of All Dig Safe Markings a Total of 1,461 of which 101 were emergency related.

Requests for Services/Complaints a Total of 976 serviced/answered by the division.

Storm Drainage Collection System Repairs a Total of 42 serviced.

#17,#25,#39 Hood Rd.-#34,#39 Mt.Joy Dr.-#1042 East St.-#1235 Shawsheen St.-Heathbrook School-Tennessee Rd.-#61 Babicz Rd.-#7 Westland Dr.-#51 Lancaster Dr. #245 East St.-#6 Edith Dr.-#80 Whitegate Rd.-#39 Bradford Rd.-#26 Frederick Circle #162 Ferncroft Rd.-(2) at #36 Carter St.-#2 Park Ave.-Foster Rd.-Lumber Ln.-#50 Joanne Dr. #162 Deering Dr.-#111 Northgate Rd.-#55 Polaris Ln.-#62 Rockvale Rd.- *temporary repair at #162 Rockvale Rd.*-#21 Karen Lee Ln.-Evergreen Rd.-Farwood-#6 Cobleigh Dr. #121 John St.-#131 John St.-#34 Valewood Circle-(7) on South St.

Catch Basins Cleaned a Total of 2,727 serviced.

Additional times not listed due to excess runoff ie; hills, embankments

Culvert Maintenance/Repairs/Replacement a Total of 4 serviced.

Foster Rd. culvert headwalls- Shawsheen St. culvert (by Sullivan Pkwy.) -Astle St. culvert Wolcott St. culvert-Whittemore St. culvert headwalls

Beaver – Related Flood Complaints Responded To a Total of 29 serviced.

Navillus Rd. area-Foster Rd.(*multiple calls*)-Frasca Soccer area (*multiple calls*)-Pond St. area, Serenity Dr.(*multiple calls*)-Livingston St.(at Chandler)-Clark Rd. (*multiple calls*)-River Rd. Main St.(by Old Police Station)-Colab Rd.-Capital Ave. -Wamesit Rd.

Total Pot Hole Repairs a Total of 1,775 serviced.

Streets Graded

Old Stagecoach Rd.-Saville St.-Carver St.-Dock St.-Taft Rd.-Rosewood Ave.-Martel Ln.- Erica Ln.-Sidney St.

Street Sweeping = a Total of 529 streets serviced.

All 529 paved streets including 8 Public Schools, and 7 Municipal Parking lots were swept. Also responded to requests for traffic accidents cleanup, road debris pick up and miscellaneous tasks.

Traffic Pavement Markings:

NORTH SECTION – North St.-International Place-Kendall Rd.-Fiske St.-River Rd.-Andover St.- **SOUTH SECTION** -South St.-Salem Rd.-Bridge St.-State St.-Lake St.-Brown St. - **EAST SECTION** –Shawsheen St.-Vale St.-East St.-Livingston St.-Pinnacle St. **WEST SECTION**- Pike St. Astle St.-Whipple Rd.-Marston St.-Chapman Rd.-French St.-Woburn St. No.Billerica Rd. -**CENTER SECTION** – Chandler St.-Old Boston Rd.-Patten Rd.-Pleasant St.-Pine St.-Pond St.-Marshall St.-Helvetia St.

Crosswalks a Total of 27 painted.

Only 27 were done this year, with the SCHOOL CROSSWALKS being priority.

“Stop Bars” & “Railroad Crossing” a Total of 22 painted.

New Street Signs Installed a Total of 108 installed.

New Stop Signs Installed a Total of 62 installed.

Traffic Delineators Installed A Total of 26 installed.

Ernest Lightfoot, Division Supervisor

FORESTRY DIVISION

The Forestry Division, with a staff of four (4) consists of (1) Forestry Division Supervisor, (1) Tree Climber/SHMEO, and two laborers. The division is responsible for the maintenance and care of all town owned trees within the limits of town property. The division also assists with snow and ice operations, holiday lighting and special community activities, when needed.

The Forestry Division provided the the following services in 2004:

- Tower Road – removed low limbs and brush on Tower Road and within fence at water tank.
- Livingston Street – removed five (5) oak trees for expansion of recreation facility.
- Chandler Street Well Fields – removed limbs and roadside brush along the access road for approximately ¼ of a mile.
- Hood Road – removed low limbs and roadside brush in preparation of paving Hood Road.
- East Street – removed low limbs and roadside brush from Maple Street to Carter Street in preparation of paving East St.
- Shawsheen Street – removed low limbs and roadside brush from Beech Street to Old Shawsheen Street in preparation of paving Shawsheen Street.
- South Street – removed low limbs, roadside brush and removal of thirty trees along South Street Corridor in preparation of the widening and paving of South Street from Brown Street to Lakeview Ave.
- Center School – removed two fir trees for the installation of playground at the Center School.
- Bee nest removal – responded to fourteen (14) calls.
- Cat in tree call – assisted with the rescue of cat in tree.

Roadside brush was cleaned at the following locations: a Total of 21 locations serviced.

MacLaren Road, Pratt Street, Nichols Street, Bay State Ave, Seventh Street, Eighth Street, Ninth Street, Tenth Street, Young Street, Kneeland Drive, Dirlam Circle, Wilson Street, Webster Street, March Street, South Street from Mollie Drive to Salem Road, Leon Rd., Laurie Rd., Columbia Rd, and Taft Rd.

Trees removed at the following locations due to disease, construction or at the request of residents: A Total of 139 trees serviced.

254, 330, 514, 549, 506, 720, and 737 North Street, 141, Eastgate Road, 117 Kendall Rd @ Livingston St, 128 Kendall Road, 1280 Andover Street, 383, 293 & 56 River Road, 41 Northgate Road, 1 Bailey Road, 20 Fiske Street and opposite 187 Fiske Street, 3 Louis Road, 90 & 96 Hood Road, 96 Trull Road, Foster Road @ sandpit, North Street Fire Station, 133 Hood Road, 450 Deering Drive, 1 International Way, 2 Brentwood Road, Bemis Circle, Pleasant St. @ Main St, East St & Main St., 313 Kendall Road, 29 Bonnie Lane, 55 Danielle Drive, 65 Martin Road, Easement Road, 22 Bellevue Road, 343 & 348 Astle Street, 811 Shawsheen Street, 36 Pine Street, 737, 1050 & 1068 Chandler Street, Whipple Road opposite Ferncroft Road, 1369, 1361, 1328 & 1258 Whipple Road, 3 Pocohantas Lane, 3 Nightingale Lane, 74 & 67 Lee Street, 518 Chandler Street, 35 Lee Street, 70, 100 & 136 Marshall Street, 80 Chapman Road, 60 East Street, 284 Marshall Street, Chapman Rd & Marston St. intersection, 5 Park Ave, 14 & 5 Ellis Ave, 522 Woburn Street, 175 French Street, Rogers St @ Heidenrich intersection, 650 & 78 Rogers Street, 350 Marston Street, 648 Whipple Road, Whipple Road and Pond Street intersection, Heath Brook School, 8 Dakota Road, 218 Brown Street & Brown Street at Pole #34/25, 140 Illinois Road, 200, 83, & 51 Brown Street, 77 Georgia Road, 59 California Road, 10, 20 & 29 Oregon Road, 18 McCarthy Way, 63 Pukis Road, 87 Cherry Road, 38 Palm Road, 32 Heath Street, 125 Heath Street, 50 Oak Street, 83 Chestnut Street, 67 Coolidge Street, 130 Walnut Road, 170 Brown Street, 27 Water Street, 115 Baystate Road, 95 Bridge Street, 2 Edgewood Road, 60 Wamesit Road, 1460 Shawsheen Street, 170, 140 & 131 Vernon Street, 17 & 8 Myrtle Street, 69 & 50 Oak Street, 43 & 15 Mystic Road, 72 Lakeview Ave, 90 Lake Street, 30 Park Street, 71 School Street, 28 Franklin Street 48S. Cross Street, 34 State Street, 115 Salem Road, 3 Phillips Road, 19 Bemis Circle, 61 Rounsiville Road, 1017 South Street, 28 Stage Coach Road, 77 & 119 Vale Street, 5 Lowe Street, 138 & 113 Whittemore Street.

Christmas Trees Recycled: 211 trees recycled.

William Chandler, Forestry Division Supervisor

WATER/SEWER DIVISION

The water & sewer division, with a staff of seven (7) consists of; (1) division supervisor, (1) Special Heavy Motor Equipment Operator, (1) Crew Leader, (4) Heavy Motor Equipment Operators, ensures the integrity of the water supply and 163 mile distribution system, and customer services, involving water meter installation & repair, and resolving customer complaints. Also, the division maintains the Town's sewer infrastructure consisting of 60 miles of gravity and forced main sewer collection system, and 16 sewer pumping stations directing discharge to the Lowell Waste Water Treatment Plant.

The Water & Sewer Division had several accomplishments in 2004. The division assisted the towns' consulting engineer with their Water Distribution System Master Plan; removed functionally obsolete gatevalves in the Astle Street tank pit and constructed a technologically advanced valve system to allow water circulation in and out of the one million gallon storage tank.

Abandoned the old Ames Hill Monitor Pit on North Street and installed a new ¾" water service into the Catamount Road Booster Pump Station to monitor the water level on Ames Hill Tanks.

Conducted our annual Flushing Program in the evening hours to minimize the impact of turbulent water to residents.

A meter pit was rebuilt on Village Street. This apparatus serves at the emergency water connection between the Town of Tewksbury and the City of Lowell.

We also repaired and/or replaced a number of fire hydrants, water service lines and house services.

Responded to numerous water service repair calls and water main/transmission line breaks throughout the town. Installed water shutoffs in new houses, condominiums and commercial buildings and took measurements for all outside ties for all outside curb shutoff valves.

All water meters are read twice a year by division staff. New water meters and outdoor meter readers were installed to all dwellings.

General preventive maintenance was performed to the town's water distribution system and to the towns sewer collection system. All of the above mentioned was quite an accomplishment due to the fact that 85% to 90% of the divisions time was consumed with the on-going major sewer project which included premarkings of all the water mains in Phase 6, 7, 8 and a portion of Phase 9 for sewer design and the remarking for test borings, water mains and water services for construction. There are times that markings, lost or unrecognized need to be remarked. We also check all water gates in these areas to make sure they are operable in the event of an emergency or scheduled shutdown for sewer contractors. The division also assisted sewer contractors in the removal and construction of new water mains within the sewer project.

The division also assists the highway division in the winter months with sanding and snow removal.

William Wilkinson, Water & Sewer Division Supervisor

WATER TREATMENT FILTRATION PLANT

The Water Filtration Plant with a staff of ten (10) consisting of: (1) Chief Operating Engineer/Division Supervisor, (1) Chemist, (1) Water Machinery Repairman and (7) Head Filter Operators are responsible for the treatment and quality control of water in accordance with all federal and state regulations for delivery of the drinking water to the consumer.

The cold temperatures in 2004 not only challenged the staff to keep the general facility from freezing but also created havoc with our temporary conveyors set up for the new residuals building under construction. Through hard work the staff did a fine job and kept the facility running well. The residuals facility was officially dedicated on November 16th, 2004. The facility now has the ability to convert 0.5 % alum sludge (created as a by product of the treatment process) to a solid material containing 23-28 % solids. This material is then sent to Wyoming, Rhode Island where it is processed into fine soil for golf courses, sports fields, etc. The new facility will process over 1.5 million gallons of alum sludge and convert it into about 750 tons of dried material. This we believe is the first facility in the United States using this technology for drying alum sludge.

The summer continued as a reflection of the winter with only three days going over 90 degrees, this translated into a moderate water demand for the year. We added two new personnel this year; Marlene Ladderbush was hired to replace Melissa Privetera as the plant chemist. Marlene was christened under fire when the Perchlorate issue broke. Her contribution to helping solve this

problem is greatly appreciated. Marc Beland was hired as a head filter operator and now runs our residuals facility. Marc brings his experience from the Lowell WTP and has done a fine job since he has started.

The one issue that everyone will remember from this year was the discovery of Perchlorate in the Merrimack River. This compound was added to our long list of contaminants to monitor back in March. Our first 'hit' came on August 3rd resulting in DEP requiring a water advisory to be communicated to all residents within the sensitive sub population. The advisory went into effect on Friday, August 13th and remained until December 21st. The C.R. Bard Corporation was found by the Billerica waste water division to be disposing of perchloric acid into the sewer system. A joint team of the DEP, EPA, Tewksbury Water Department, Lowell Wastewater and Billerica Wastewater staff teamed up to analyze the Merrimack River and the Concord River for the source of the Perchlorate. After analyzing hundreds of samples, and employing cutting edge analysis techniques, the source was found and eliminated. The information learned from this experience may influence national standards for the discharge of Perchlorate from wastewater plants.

Other than the Perchlorate incident, the treatment plant has performed well throughout the year. We have many small projects designed to replace aging equipment and improving our processing capability. We are presently in the process of installing variable frequency drives which should save the Town money on electricity and allow the operators to have a finer control on the process. This project is being funded mostly through a program sponsored by the Massachusetts Electric Company. We are in design phase for a new powered activated carbon (PAC) feed system and conversion of the old PAC tank into additional sludge storage. These two projects will allow greater flexibility for sludge processing yielding a monthly savings of \$1,200-\$1,400 in energy costs related to this operation.

We look forward to 2005 as a year of improvements and renovations and to continue with our efforts to provide the residents of Tewksbury with the best water in the valley.

Lewis Zediana, Chief Operating Engineer/Division Supervisor

FLEET MAINTENANCE DIVISION

The Fleet Maintenance Division with a staff of three (3) consists of (1) Fleet Maintenance Division Supervisor, (1) Motor Equipment Repairman and (1) Motor Equipment Maintenance Man. The Fleet Maintenance Division is responsible for the development and implementation of professional fleet management standards and practices, the design and procurement of all public works vehicles and equipment. The Fleet Maintenance Division also provides critical support of vehicle maintenance of other departments within the Town.

The divisions goal is to provide the DPW with the most functionally effective equipment possible, to maintain the equipment at a high state of readiness, to preserve the residual value of the equipment and its component parts, and to minimize or eliminate unscheduled maintenance which can cripple the operational efficiency of the department.

Vehicles Serviced: a Total of 95 vehicles serviced.

66 DPW
25 Police
4 Park/Recreation

Larry Gilbert, Fleet Maintenance Supervisor

In closing, I would like to thank all of the Department of Public Works Staff for their continued efforts to insure that all divisions act in a coordinated fashion to improve and maintain the Town's infrastructure and in sustaining the existing level of services within the limits of the Town of Tewksbury's budgetary constraint to the residents of the Town of Tewksbury.

Respectfully submitted,
Toma Duhani, P.E.
Superintendent of Public Works

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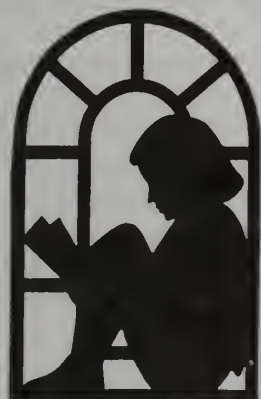
COMMUNITY ACTIVITIES

*Library Trustees
Recycling Committee*

Council on Aging

*Parks & Recreation Department
Historical Commission*

Library Trustees



Board of Library Trustees 2004-2005

Mary MacDonald, Chairman
Warren Carey
Joseph Frank
Mark O'Connor
Brenda Orio
Janet Sutton

Despite the media hype of the "information age" and the increase of online information, library use in the United States remains healthy and strong. Nationwide attendance and circulation at public libraries has increased steadily every year for the last 15 years. Tewksbury Public Library is no exception. In fact, attendance at our public library has risen by 20% over the past two years.

In 2004, the library circulated 213,438 items, an increase of 7.5% over the previous year. Of this number, more than 75% consisted of books and magazines, so Tewksbury residents still use the library mainly for traditional reasons (reading books). For an overview of library activity during 2004, check out the statistics summary located at the end of this article.

Regular story hours introduce children --- from infants and toddler groups to preschool and school age--- to books and reading. Monthly book discussion groups for both children and adults give readers the opportunity to develop critical thinking skills. And what would summer be without the weekly programs and special presentations that accompany the summer reading club activities? For the Summer Reading Club 2004, the theme was "Explore New Worlds." Children's staff signed up 880 children for the program, with a goal of reading 15,000 books total. However, the children ended up reading close to 17,000 books over the summer.

Although many Massachusetts libraries have been forced to cut services, Tewksbury Public Library's hours of operation have remained intact, which allows us to maintain our accreditation status as certified by the Massachusetts Board of Library Commissioners. Certification provides numerous benefits. Financially, the Town benefits from certification through direct State Aid to Public Libraries. The Town will receive \$32,368 in state aid for the public library in 2005, up from \$27,720 in 2004. The library itself benefits since accredited libraries are allowed to participate in numerous cost-saving cooperative purchasing initiatives. The inter-library loan system and daily courier services between libraries are available based on accreditation status. Residents benefit since library users from accredited communities can use their library cards interchangeably at other Massachusetts public libraries. Loss of accreditation means that Tewksbury residents would no longer be able to borrow materials from other public libraries. Reciprocity exists only between libraries certified as meeting the Minimum Standards established by the Commonwealth's Library Commissioners, including hours of operation (based on population) and level of financial support.

In view of the national and regional trends towards Sunday opening of public libraries, and the expressed demand from existing users, the Library Trustees have proposed the addition of Sunday operating hours beginning in September 2005. Additional funding will be sought for Fiscal Year 2006 to implement the proposal.

Providing service on Sundays will meet the expressed needs of the local community. The opening of the public library on Sundays is intended to facilitate easier access to library services for residents who, because of religious observance, domestic or working arrangements, are not able to use the service at other times during the week. It will also encourage families to visit the library together, thereby promoting the development of the reading habit among children.

The first phase of a major upgrade to the public library's technology infrastructure was implemented during 2003, under a component of the Trustees' five-year strategic plan. Replacing the building's original 1999 equipment, twenty-five public access workstations were installed using gift funds from our generous benefactors. These computers provide access to the library's on-line catalog, to the Internet, to word processing and other applications, and to a wealth of electronic databases and reference resources. During 2004, the computers on the library's second floor were used more than 10,000 times by adults and teens. The rate of computer use for adults rose from 200 per week to 250 per week following the hardware upgrade.

In addition to the library's workstations, patrons are able to bring in their personal laptops which can be used on the second floor to access high speed Internet provided free of charge to the public library by Comcast. Also for laptop users, the Library is now offering wireless "WiFi" access to the Internet for properly equipped laptops and handheld computers. There are many obvious advantages to our offering this service:

- No more waiting for an available PC
- No enforced time limits . . . patrons can connect as long as they'd like
- Patrons can spread out at a larger table or in a quieter area of the building
- Patrons can download files directly to their own devices

In January 2005, the library website www.tewksburypl.org will get a major facelift, improving its design and functionality, and making the library's numerous services available right from your home or office computer. Library users with Internet access can place their own requests for library materials and view their accounts. Library holdings can be viewed through the consortium's on-line catalog. Overdue notices and reserve notices can be sent via e-mail. Between MVLC's web-site (www.mvlc.org) and the library's own web-site, www.tewksburypl.org, local residents can find a wealth of information about the library and its resources, including upcoming events for children and adults, important notices and library news.

From our Reference Department's page, library users can e-mail questions to the Reference Desk or access live, on-line Reference Help ("Answers-To-Go") through our affiliates. Also, from the Reference Department's web page, local teachers can send us a Homework Alert that allows us to gather appropriate resources for school assignments. Our Reference Librarians fielded 15% more inquiries in 2004 than in 2003.

From the Children's Room's web page, schedules for story hours, craft programs, book discussion groups and other activities and resources can be easily accessed. Due to patron requests, new evening programs have been added in the Children's Room. Occasional Saturday programs are held throughout the school year. Attendance at children's programs in 2004 was 5,714, an increase of 17% over 2003 program attendance.

Our Teen Page offers Homework Help, College Resources, book lists and Frequently Asked Questions. Programs and services for teens are coordinated by Elizabeth Berlik. Several workshops for teens have been conducted during the past year, supported by grant funding from the Tewksbury Cultural Council and the Friends of the Library. Suggestions for additional teen programs are always appreciated.

New materials at the library are processed through our Technical Services Department. From our web-page, you can click on the link, [New Materials](#) to review recent acquisitions. Our Circulation Desk is represented on the site with library registration and use guidelines, information about our museum pass program, hours of service and directions, and other general information.

In its effort to increase its connection with the Tewksbury community, in Fall 2004 the Tewksbury Public Library began a weekly column in the *Tewksbury Advocate* newspaper. The weekly column highlights in-library and library website resources, announces upcoming special events, recommends new book titles for both children and adults, and showcases special areas of the library collection.

We appreciate the efforts of all members of the library staff who are responsible for the actual delivery of library services:

Library Director	Elisabeth Desmarais
Assistant Director	Patty DiTullio
Reference Librarians	Elizabeth Berlik
	Christine Lower Goodchild
Technical Services Librarian	Leah Weinryb Grohsgal

Children's Librarian
Children's Specialist
Technology Specialist
Executive Secretary

Noelle Couture
Karen Grasso
Joyce Salvato
Mary Toombs

and the members of our support staff:

Judy Bangs
Jennifer Burke
Cheryl Faherty
Marilyn Fowler
Gail Holland

Mary MacDonald
Heather MacLeod
Helen Mooney
Pat Silviera
Joanne Toppin

Our front desk employees are our greatest source of strength. We deeply appreciate their unflagging devotion to their jobs and their enthusiastic promotion of books and reading.

John Crowe provides custodial and maintenance services at the public library. Our evening maintenance workers are Eric Rose and John Pino. We would like to express our appreciation to our high school pages.

The Library Trustees invite local residents to attend our monthly meetings. Dates and times are posted on the library's web-page (click the link, [Trustees](#).) At these meetings, the six elected Trustees deal with policies and goals for the library. The trustees encourage local residents to make use of the library's collections, services and special programs.

Library Hours:

Monday - Thursday	9 a.m. - 9 p.m.
Friday & Saturday	9 a.m. - 5 p.m.

Telephone	978.640.4490	
	Circulation	ext. 202
	Reference	ext. 207
	Children's Room	ext. 204

Web-sites	www.tewksburypl.org
	www.mvlc.org

At A Glance

Collection size	83,720
FY 2004 total expenditures	\$962,216
State Aid received	\$27,720
Spent on books & other materials	\$137,210
Number of registered borrowers	23,568
Number of items checked out in 2004	213,438
Reference questions answered	13,368
Attendance FY 2004	181,250
Attendance FY 2003	176,800
Attendance FY 2002	150,000
Number of adult programs	16
Attendance at adult programs	361
Number of children's programs	281
Attendance at children's programs	5,714

Council On Aging

Twenty-five years ago, on December 14, 1979, the doors to the Tewksbury Senior Center opened to the elderly and to the public...a milestone for the Town of Tewksbury as it took a courageous step forward in caring for its elderly population. The construction cost was \$204,000. Ten years later, in 1989, Chelmsford opened its new Senior Center which became the region's "Cadillac" of Senior Centers being that it was twice the size of the Tewksbury Senior Center. Its construction cost was \$1.8 million.

Senior Center construction across the nation has increased as has the construction costs. Unfortunately, many communities are finding both new and old Centers to be too small for the elderly population and its needs. Interestingly, if one reads the COA Annual Report of 1979, one will find that it was reported to be too small on many an occasion.

In 1994, the Tewksbury Council on Aging formed a sub-committee to research and assess the growth and needs of the elderly. This committee conducted a needs assessment, a community survey and researched the demographics of the senior population. At the turn of the century as we began the new millennium, a Senior Center Expansion Project became part of the Town Manager's Five Year Capital Plan. In 2001, the Town appropriated \$150,000 for the beginning phase of the project, a Senior Center Building Committee was formed and the architectural firm of Sterling Associates, Inc. was contracted to design the expansion. During the next two years the Building Committee would be found spending many an hour planning for a Center that would meet the needs of the elderly of today and of the future. In the last months before presenting the project plan to the community, the committee downsized the building.

In 2003, the Building Committee presented a \$6.2 million project to the Town. This project failed at the ballot box by 85 votes. Town Officials requested that the committee go back to the drawing board and cut the project cost. At the 2004 Annual Town Meeting, the Town approved and additional \$315,000 to continue the planning for the Expansion Project by supporting measures to bring the project up to the bidding phase and save the Town some \$60,000 if the work were to be done at a later date. Within a year, following the Town's request, the Building Committee came back to Town Floor at Special Town Meeting in October with a project cost of \$4.9 million which failed. However, the Town body did approve an appropriation of \$4.15 million with the stipulation that the Town seek the additional funds of \$800,000 from a CDBG grant. At the Special Town Election of October 16, 2004, the Senior Center Expansion Project succeeded and passed by 11 votes.

By the end of 2004, the Town through Breezeway Farm Consulting, Inc. began the process of preparing a CDBG grant application. If awarded, ground breaking ceremonies should take place in the summer of 2005 and the Town will take yet another step forward on behalf of its elderly residents.

The members of the Board of Selectmen, Town Manager, Senior Center Building Committee, Council on Aging, Community Development Department and Senior Citizens are to be commended for their diligent work on this project. Their efforts will prove to enhance the lives of many of our elders as well as build on the Town's capital improvements. With a favorable outcome, the Council on Aging and Town will be able to meet the demands of this growing population for the next 25 plus years.

In 2004, the Council rendered a recorded 64,396 units of service to the elderly of the town. This figure does not take into account all those who dropped into the Senior Center for information nor does it account for the numbers of people who attended events such as Sunday breakfast benefits, art shows, community organization meetings and events, elections, fairs and the like. Included in this number, were the following recorded units of service: Health – 17,642; Congregate & Meals on Wheels – 14,856; Exercise – 9,348; Recreation and Social – 16,342; Cultural – 3,083; General Information & Referral – 15,166; and, non-elderly – 362.

Also rendered were 48 units of services for fuel assistance and 104 units for tax assistance. Twenty-four people took advantage of COA medical equipment loans. Intergenerational services numbered 151, health benefits counseling 24, group support services 524; and, 12 case management assessments were completed.

The Council received a State Formula Grant Award from the Executive Office of Elder Affairs in 2004 in the amount of \$22,140. These funds were used to support exercise classes, a volunteer recognition event and the COA part-time (17 hours per week) grant positions of Activities Coordinator and Volunteer Coordinator. In addition a donation of \$9,836 was contributed to the Town from the Senior Citizens through the Friends of the Elderly, Inc. to support the above grant positions.

The COA budget appropriation for 2004 was \$213,134. This budget supported: three full time employees; contractual arts and exercise instructor; the Town's local match for homecare and nutrition services rendered through Elder Services of the Merrimack Valley, Inc.; utilities, repairs; supplies...as well as...transportation, recreation, cultural and entertainment activities.

A recorded 128 people contributed over 22,327 hours of volunteer services to the COA and the operations of the department. The value of their contributions in dollars was \$331,612...an amount equivalent to 10.5 employees working a 40 hour week.

In-kind Services (services such as tangible goods, free seminars, VNA Clinic and Town Nurse services, cultural grant supported activities, and services paid by other agencies and departments) were valued at \$533,329.

Considering all the above dollar figures, the face value of Council on Aging operations in 2004 was that of \$1,099,051.

Over 2,100 different individuals obtained services from the COA. Seventy-seven percent (1,444) were women and twenty-four percent (649) were men. Those 75 and over represented 31%. The COA serviced 44% of the elderly population which is recorded by the Town Clerk's office as being 4,766 elders.

In 2004, two pilot programs were developed, the Friendly Visitor's Program and the Telephone Reassurance Program, by the Volunteer Coordinator. Volunteers were CORI checked and trained and clients were assessed. However, due to the hospitalizations of clients and moves to nursing homes, the programs came to a stand still but will be reinstated in 2005.

A "Hands Across the Ages" program developed by School Committee Member, Keith Rauseo, was presented to the Council during the year and in 2005 will initiate additional intergenerational programs benefiting both the elderly and the youth of Tewksbury.

In the Fall of 2004, the Council on Aging held an Open House and along with the Board of Health conducted Tewksbury's very first Health Fair at the Senior Center which was very well attended.

The Senior Center Band now has 14 members and is busy performing concerts for nursing homes, the Senior Center and Homecoming concerts on the common. During 2004, Tewksbury Seniors Citizens had a great softball season with 23 wins and only 4 losses.

This past year the "Carnation Belles", a Red Hat Society Charter, was formed and has found a home at the Senior Center. In one year, it membership skyrocketed to 248 members...all wearing red hats and purple outfits with the most mature of the group being the best and most interesting dressers! Again, the Senior Citizens participated in the Memorial Day Parade with three wonderful floats and Senior marchers.

The Senior Citizens also held Sunday Breakfast Benefits to raise funds for the Tewksbury Food Pantry and for sending packages to Tewksbury enlisted men and women in Iraq.

While the Council on Aging was productive and the Senior Center was buzzing with activity, the COA looks forward in anticipation to an expanded Senior Center and anxiously awaits the opportunity to tackle unmet needs. Some of these needs are:

1. A safer environment where there is ample space in hall ways and rooms to accommodate those using wheel chairs and walkers.
2. A proper Nurse's Office that meets hygiene regulations, has a cot for those taken ill, can accommodate more than one client; has a waiting area that is warm and not located adjacent to an exit door nor in front of the men's room door.
3. Offices that will ensure privacy to elder who seek help with financial and personal matters such as fuel and food stamp assistance as well as those concerns of aging.
4. Rooms large enough to accommodate all those wishing to take classes in exercise and the arts.
5. Ample space to offer more educational programs, seminars and support groups during the day time hours.
6. A kitchen that will be capable of offering "on site" nutrition;
7. Appropriate office space adding to staff efficiency and productivity so as to concentrate on outreach to those residents who are shut-ins and isolated...to those who need referrals and guidance in helping them to remain independent and in there homes.
8. An improved and self sufficient environment for Town Emergency Shelter status.

As we look towards the future, a hearty THANKS is extended to all those who have helped the Council on Aging on its journey through 2004...and, we ask that you keep in mind that through your efforts many an elder's heart has grown larger with the friendship, love and respect that remains with them from every passing friend they have met or worked among at the Senior Center and many a cherished memory has been made as one observed a couple dancing, a spouse or child placing a leaf on the "Tree of Life" in memory of their loved one, a friend marching in the memorial parade, an elder touching the soul of a child during a school project or just simply helping a fellow elder with a deed or a smile.

The Town in its foresight and approval of the Senior Center Expansion will avail our elders the opportunity to continue to make happy moments...continue to make the last pathway of their lives... an avenue of living instead of dying.

Respectfully submitted:
Linda R Brabant, Director

Council Members

Chairman, Joel Deputat
Vice Chair, Norman DeMarais
Treasurer, Bernice Sprague
Clerk, Phyllis Gibson
Joanne Aldrich
Marie Durgan
Peg Keefe
Rose McKenna
Lorene Patch
Joan Unger
Mark Wood

Alternate Members

Carolyn French
Muriel Gifford
Warren Layne

COA Staff

Linda Brabant
Carol A. Hazel
Robert Noel
Dee Wallace
Sandy Geddry/Jean Kent/Anne Vallantry

Building Committee Members

Linda Brabant, Chairman
Charles Coldwell, Selectman
David G. Cressman, Town Manager
Joel Deputat, COA Chairman
Thomas Cooke, Finance Committee
Robert Scarano, Friends of the Elderly
Carolyn French, Resident
Matthew Hakala, Resident
William Wareham, Resident

Parks & Recreation Department

The Recreation Department is located at 286 Livingston Street, inside the Teen Center.

Each year we try to grow and expand more activities for the residents of Tewksbury. This year we offered ski lessons on Monday nights at Nashoba Valley Ski area for children ages 7-13. Tennis lessons were offered for children and adults on Wednesday nights and Saturday mornings. A trip to the Wang Center to see the Radio City Christmas Spectacular the Rocketts.

Trips planned for 2005: Canadian Rockies Panorama- August 12, 2005 and Discover Sedona-October 30, 2005. Stop in at the Recreation Department to pick up a brochure.

The Recreation Department offers three different summer programs: Heath Brook program, Livingston Street program and Camp Pohelo.

Heath Brook Program

This program is offered for children ages 4½, 5, 6, and 7. It provides two, three week sessions for 75 children per session, from 9 AM – 12 (Noon) or our extended day program from 8 AM – 5 PM. Each week has a different theme ie, Exploring Fun, Fire and Safety, Olympic weeks. Everyday there are arts and crafts planned along with a day of outside fun with hula-hoops, bouncy balls, sand boxes, sprinklers and much more. Every Wednesday the children are bused to Livingston Street for an outdoor movie. In the extended day program the children continue with outside fun, arts and crafts along with computer games. The program was again a great success.

Livingston Street Program

As always the summer seemed to fly by as we kept the children enrolled in our summer program busy for eight weeks with activities and field trips. We offer two programs a 9 AM – 2 PM program and our extended day 8 AM – 5 PM program. This year we built a 42 x 65 patio in the rear and rented a tent. Children were able to sit in the tent out of the sun and play games, pool, ping pong and more. It also came in handy on rainy days. Wednesday was movie day at Livingston when all three programs (Livingston Street, Heath Brook and Camp Pohelo) would come together under the tent to watch a movie. Archery was again very popular with the children along with tennis and arena soccer. This summer we visited Coopers Town, New York and toured the Baseball Hall of Fame. We also visited the old time favorites like Canobie Lake, Good Times Arcade, Water Country and Duck Tours to name a few.

This year we had a carnival like atmosphere for the end of the summer party which was attended by all three programs. A DJ provided music while the children played on rides, participated in games, had their face painted. The children had fried dough, pop corn, drinks, and were able to make their own sundaes.

Of course don't forget the talent show in which the children delighted us with a variety of talent.

The Junior Golf Clinic was offered during the summer also for children ages 5-11.

As always, it is our hope to continuously improve the programs and be able to offer the children a variety of fun and safe activities.

Camp Pohelo

The Exceptional Children's Program provides recreational opportunities to Tewksbury resident's ages 3-21 that have an active IEP. It is a six week summer day program that is held at the Loella Dewing School and runs from 9 AM- 2 PM. The children participate in a variety of activities including games, swimming sessions at Shawsheen Tech, arts and crafts, and athletics. The children also had a tour of Fenway Park, went bowling and went on weekly trips to Livingston Street Park for movies.

An eight week bowling program is offered on Saturdays in the months of January and February. The children are transported to these activities by a school bus.

School Vacation Weeks

The Recreation Department offers an extended day (8 AM – 5 PM) program during the February, April and December school vacations. Children ages 7-13 can participate in a variety of activities like arts and crafts, air hockey, pool, ping pong and more. Field trips are also offered during the vacation weeks. Trips include Chunky's, Nashoba Valley snow tubing, cosmic bowling and Good Times Arcade to name a few.

Snow Days

The Recreation Department has a snow day program in place for when school is cancelled due to snow or inclement weather. We open the Recreation Center from 8 AM – 5 PM. Please contact the Recreation Department for more details.

Teen Center

The Teen Center is open for children in grades 7 and up on Mondays, Tuesdays, and Thursdays from 2:00 PM – 7:00 PM and on Fridays from 2:00 PM – 10:00 PM. The center is also open to children in grade 6 on Mondays and Tuesdays 2:00 PM – 7:00 PM and on Fridays 2:00 PM – 8:00 PM. All hours are subject to change depending on participation. The Teen Center provides a safe, supervised place for teens to socialize with their friends while playing pool, air hockey, fooze ball, and more. The Teen Center operates mainly on volunteer help and we are always looking for volunteers. If you are interested please contact the Recreation Department at 978-640-4460.

The Teen Center operates mainly on fundraisers, with the largest fundraiser being the Haunted House and Family Hayride.

Family Recreation

Our Wednesday night summer concerts on the common saw many talented musicians. This year's concerts started at 6:30 PM and ended at 8:30 PM.

The Father/Daughter Valentine Dance, ages 4-11, was held at the Tewksbury Country Club and it was another sold out event. It is great to see so many Fathers all dressed up and dancing with their Daughters who are always dressed for the occasion. Next year we are looking into having three sessions in order to accommodate more children.

Safe Halloween which was held on Sunday October 24, 2004 was a big success. Many families participated in all the fun. Children who wore costumes were treated to a bag of goodies. This year a senior stroll was organized in conjunction with the Board of Health. Participants met at World's Gym and walked down Livingston Street to the park. All those that participated in the walk received a t-shirt.

Adult Recreation

Trips to Foxwood and Mohegan Sun were offered during the year. Also trips to New York City, Prince Edward Island, New Brunswick and a 13 day cruise to Alaska were offered.

In December, we visited the Wang Center to see the Radio City Christmas Spectacular the Rockettes.

Basketball/Tennis Courts

The basketball and tennis courts saw lots of activity throughout the spring, summer and fall. There were lots of pick-up basketball games. The tennis courts saw a lot of activity also with tennis lessons being offered on Wednesday nights and Saturday mornings for children and adults.

Skate Park

The skate park is open for the season in April (weather permitting) and closes October 31. A new skate table, grinder, and skate bench were added this year.

Patriotic Committee

Memorial Day Parade will take place on Monday May 30, 2005. Anyone wishing to lend a hand or participate in the parade should contact the Veterans Agent at 978-640-4485.

Fourth of July celebrations started this year on Thursday with the opening of a carnival which ran through Monday July 4th. On the Fourth, the day's activities started with a breakfast (sponsored by the Teen Center), races for children of all ages, little Mr. and Miss Tewksbury contest along with a bike and doll carriage decorating contest. A DJ was on hand for more entertainment.

Recreation Department Offerings

1. Showcase Cinema discount tickets (Lowell, Lawrence, and Woburn) \$6.00
2. Nashoba Valley discount tickets ski and snowtubing tickets
3. Water Country discount tickets

The Parks department had a busy year as well with the start of raising the parking lot across the street to stop the flooding. Also 3 fields were re-sodded and we have started to upgrade and redesign the irrigation systems.

Summary

Although we had a busy year, it was a great year. We had many opportunities for growth and successes for both the Parks and Recreation Departments. We look forward to continuous success and expanded services in the year ahead. Remember to watch channel 10 for upcoming Recreation news or check out our web site at www.tewksburyrec.com

Roy Patterson
Parks and Recreation Director

Recycling Committee

Environmental Day

On May 15th and October 16th, environmental recycle days were held at the DPW. Metals, car batteries, oil, hazardous waste, air conditioners, CRTs, and propane tanks were collected. The two days were considered successful, with an average of about 350 cars per day.

Monthly Collections

On the third Saturday of each month, many materials are collected at the DPW. These items include: Oil, sheetrock, CRTs, and fluorescent light bulbs. The TRC would like to take a moment and thank Linda Brabant and all the wonderful volunteers from the Senior Center for their help with our monthly collections. Without them, the days wouldn't be possible.

Sixth and Seventh Tidy-Up Tewksbury Days

In the spring, the TRC invited the Community to help clean up an area of town, in this instance the corner of Whipple Rd. and Pond St. In the fall, the Community was invited to cleanup the area located at the corner of Main St. and Shawsheen St. In both cases, more than 50 people showed up to help clean up the trash found on the roads and in waterways in our town.

Local Businesses

The TRC would like to acknowledge and thank Raytheon Corporation of Apple Hill Drive, Tewksbury for their generous donations and continual support. They have donated supplies for our last two Tidy-Up Tewksbury Days, as well as equipment we can use at other outdoor events. Their employees have helped us clean up our community and have offered their expertise in helping the TRC with ongoing projects. We both welcome and thank them for their support.

Home Depot donated a live tree to the TRC for our local *Festival of Trees* event. We thank them for their contribution.

Scholarship Award

One \$1,000.00 scholarship was given to a graduating senior at the Tewksbury High School in the name of the Tewksbury Recycling Committee and BFI.

Recycling in Schools

The John Wynn Middle School had another successful year with our recycling program, courtesy of Rick Camire and his students. It has been so successful that the JWWynn is being used in a study concerning the amount of recycling the school is capable of processing.

Budgetary Allowances

The Committee purchased or created:

- (1) Canopy for outdoor programs
- (2) Movies for TV in library
- (3) New portable table and chairs for indoor/outdoor programs
- (4) Lime green reflective vests for volunteers at TRC events
- (5) Attendance at various workshops and seminars

Annual Recycling Flea Market

We had our annual Recycling Flea Market Day this year on 4/24/04. It was a very nice day.

Collecting Recyclables:

The Committee collected bottles and cans from two major events this summer: Space Day and the Fourth of July. The Committee collected over 300 bottles/cans at Space Day and over 600 water bottles alone on the Fourth of July. Hats off to Marcie Rizzo for leading this group.

Newspaper Articles

The Committee submits articles to the Tewksbury Advocate to let the residents know what is going on concerning recycling and what is being done to promote it. We hope these articles have been informative.

State Grants

The TRC received various items for the town through state grants. Some of these items are: recycling bins, brochures, calendar mailings, and technical assistance for upcoming projects.

Festival of Trees

The Committee decorated a live fir tree with ornaments made from recycled materials. When the festival was done, the committee donated the tree to the Loella F. Dewing School.

Mercury Exchange

The mercury thermometer exchange program continued this year. Residents are able to take their mercury thermometers to the Selectmen's Office, Town Hall, Monday through Friday 8:30 a. m. to 4:30 p. m. and exchange it for a digital thermometer. For your convenience, thermostats containing mercury are also collected for proper disposal but not for exchange.

Recycling

The TRC is collecting used stamps and greeting cards. They can be turned in at the TRC station at the library. These items are then donated to various groups and reused for craft projects.

Current Projects Under Construction

- (1) Improving recycling in all schools in the Tewksbury school system
- (2) Zero Waste Day: May 14, 2005.
- (3) 8th Tidy-Up Tewksbury Day
- (4) E-Day -5/21/05

I would like to take this opportunity to thank the members of the Recycling Committee for their dedication and hard work and the Committee would like to thank the residents of Tewksbury who take the time to recycle and urge other residents to participate in this worthwhile program.

Kristina Rogers
Chairman
Tewksbury Recycling Committee

Historical Commission

The Tewksbury Historical Commission is established by Massachusetts General Laws as accepted by Town Meeting. Its duties are directed toward the purpose of "preservation, protection, and development of the historical or archeological assets" of the town of Tewksbury. The Commission continued its efforts on behalf of new projects and activities directed at safeguarding and promoting appreciation of Tewksbury's rich heritage. During the past year, the Commission fulfilled its responsibilities under the town's Demolition Delay By-Law, reviewing 20 applications. The Commission adopted Goals for the year which included coordinating with the Tewksbury Historical Society, monitoring the historic impact of the Master Plan and beginning an inventory of historical assets of the town. The Commission also began review of the Community Preservation Act. Article 97 of the State Constitution was enacted in July of 2004 preserving Tewksbury Hospital land as open space. The Historical Commission was one of many town group and agencies which supported this measure as it worked its way through the legislative process. The renewed efforts to inventory historic sites and buildings kicked off at the end of this year. Anyone wishing to nominate a building or site for our register - or share information about a historic building or site is encouraged to contact the Commission. Contact person is James J. Gaffney, III, 170 Main Street, Tewksbury, Massachusetts, 978-640-0200.

The Commission coordinates with the Tewksbury Historical Society, a non-profit corporation which has grown to more than sixty members, and sponsors speaking and educational programs throughout the year. Recent topics included "The Tewksbury Hospital" and "Tewksbury, the Carnation Capital" presented by Warren Carey and "General Adelbert Ames," presented by Keith Rauseo and Dave Marcus. It is also making progress in assembling and cataloguing photographs, documents and other historical artifacts with a Tewksbury connection in connection with a book now in progress. Anyone wishing to donate or display these kinds of articles or who is interested in joining or learning about its events schedule can visit its website at www.tewksburyhistoricalsociety.org or call Sandra Mouser at 978-851-4966, Beverly Bennett at 978-851-6628, or Dave Marcus at 978-388-7262. The Historical Commission would also appreciate being contacted about preservation issues including any Historical or Archeological asset which may be threatened or unknown to us. The Commission can be reached by calling Chairman James J. Gaffney, III at 978-640-0200 or contacting one of the other members.

Respectfully Submitted,
THE TEWKSBURY HISTORICAL COMMISSION

James J. Gaffney, III, Chairman
Beverly Bennett, Vice Chairwoman
Eileen McDonagh, Secretary
Keith Rauseo

Warren Carey, Town Historian
Raymond Paczkowski
Doug Sears

SAFETY

Fire Department

Police Department

Fire Department

The Tewksbury Fire Department has had many changes in the past year. Chief Tom Ryan, Captain Bob Fowler, and Lieutenant Bill Burris retired. Captain Rick Mackey was promoted to Chief. Lieutenants Al Vasas and Mike Sitar were promoted to Captain. Jeff Giasullo, Bill Brothers, and Paul Guttadauro were promoted to Lieutenant.

Firefighters Christina Merrill, Jack Fowler, Scott Austin and Mike Merrill graduated from the Massachusetts Firefighting Academy.

During the month of July, Dan Yost, Tom Murphy, and Dan Sawicki joined the department. Dan Yost entered the Massachusetts Firefighting Academy in November. Dan Sawicki and Tom Murphy will enter the Academy in February.

Tewksbury firefighters participated in many fire prevention activities during Fire Prevention Week in October. Also during this week, the Fire Department had an Open House attended by many residents.

The Tewksbury Fire Department was very active in the past year. The department has been awarded a grant from the Department of Homeland Security in the amount of \$129,431. The department will purchase new self-contained breathing apparatus. This equipment has many operational and safety enhancements. Firefighters will be able to work more safely and provide greater capability in performing rescues.

The department purchased a new rescue boat. We had training exercises for joint ice and water rescue with the fire departments from Andover, Dracut, Methuen, and Lawrence.

We also have purchased two new multi-gas meters. These meters are used in checking for carbon monoxide, oxygen deficiency, hydrogen sulfide and combustibles. The department was assisted with this purchase by a grant of \$1,000 from Wal-Mart.

The department has installed new alarm receivers at the Police Station and Central Fire Station. These receivers will allow us to receive fire alarms by radio boxes instead of the wired system we currently use. This conversion will take a few years to complete.

Firefighters have been checking hydrant operation in conjunction with the Water Department. We have had assistance from the Middlesex Sheriff's Community Work Program in painting fire hydrants throughout Town.

The Tewksbury Fire Department Long Range Planning Committee has been formed to assist in planning the long-range plans of the department to meet the future needs of the Town residents. The Committee will be chaired by former Selectman Joan Dunlevy.

Respectfully submitted,
Richard Mackey
Fire Chief

FIRE DEPARTMENT ROSTER-2004

Fire Chief:	*Richard Mackey	1979	*Michael Callahan	1989
			*Jeffrey Giasullo	1995
Deputy Chief:	*George Yost	1976	*Donald Greer	1986
			*Paul Guttadauro	1994
Captains:	*Michael Hazel	1988	*Scott Keddie	1987
	*James P. Ryan	1975	*Gary Kerr	1988
	*Michael Sitar Jr.	1982	*David Levy Sr.	1973
	*Albert Vasas	1989	*Russell McGlaufflin	1989
			*Timothy Niven	1985
Lieutenants:			*Jon Viscione	1985
	*William Brothers	1997		
	*Robert Calistro	1988		

Firefighters:

*Scott Austin	2003
*Patrick Brothers	1995
*William Brothers	1997
*James Bruce	1995
*David Carney	1995
*Joseph Dogherty	1986
*Patrick Doherty	1997
*Oscar Forero	1985
*Joseph C. Fortunato	2001
*John Fowler	2004
*James A. Giasullo	1988
*Joseph Gillis	1997
*William Gosse	1998
*Russell Gourley	1971
*Richard Hamm	1987
*Timothy Holden	1994
*Brian Hurley	1989
*David Karlberg	2001
*Joseph Kearns	1995
*Dale Lawrie	2000
*David Levy Jr.	1997

Robert Little	1984
*Christina Merrill	2003
*Michael Merrill	2004
*Thomas Murphy	2004
*Stephen Powers	1982
*Alan Rosemond	1989
*Kenneth Sandberg	2003
*Daniel Sawicki	2004
*Daniel J. Sitar	1987
*Daniel Small	1988
*Steven Spencer	2002
*Vance Vonkahle	1987
*Daniel Yost	2004

***EMT**

Secretary:	Susan Perry	2002
Retired:	*Robert Fowler	01/09/04
	*John Burris	09/28/04

FIRE DEPARTMENT ACTIVITY REPORT 2004**Incidents - by Type
(All Occurrences)**

False Alarms & False Calls	6.5%
Fire	11.8%
Good Intent Calls	1.1%
Hazardous Conditions(No Fire)	3.3%
Other Types of Incidents	0.6%
Overpressure, Ruptures, Explosions, Overheat(no ensuing fire)	0.1%
Rescue & Emergency Medical Services	49.4%
Service Calls	27.2%
Severe Weather & Natural Disasters	0.0%
Total:	100.0%

Fire	Count of Occurrences	Primary Only	Reported Only	Primary & Reported	Neither Primary or Reported
359 Building fire	359	4	295	53	7
23 Cooking fire, confined to container	23	17	1	4	1
6 Chimney or flue fire, confined to chimney or flue	6	1	2	3	0
6 Fuel burner/boiler malfunction, fire confined	6	4	0	2	0
1 Commercial Compactor fire, confined to rubbish	1	1	0	0	0
1 Trash or rubbish fire, contained	1	1	0	0	0
27 Passenger vehicle fire	27	0	10	17	0
7 Mobile property (vehicle) fire, other	7	0	1	6	0
36 Brush, or brush and grass mixture fire	36	4	14	17	1
1 Natural vegetation fire, other	1	0	0	0	1
1 Outside rubbish, trash or waste fire	1	0	0	1	0
1 Construction or demolition landfill fire	1	1	0	0	0
1 Outside equipment fire	1	1	0	0	0
36 Special outside fire, other	36	2	19	14	1
3 Fire, other	3	1	1	0	1
509 Sub-Total, Fire	509	37	343	117	12

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
Overpressure, Ruptures, Explosion, Overheat(no ensuing fire)					
2 Overpressure rupture of steam pipe or pipeline	2	2	0	0	0
1 Excessive heat, scorch burns with no ignition	1	1	0	0	0
3 Sub-Total, Overpressure, Ruptures, Explosion, Overheat(no ensuing fire)	3	3	0	0	0

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
Rescue & Emergency Medical Service					
51 Medical assist, assist EMS crew	51	7	0	4	40
1,815 EMS call, excluding vehicle accident with injury	1,815	161	6	1,626	22
221 Vehicle accident with injuries	221	77	7	133	4
2 Motor vehicle/pedestrian accident (MV Ped)	2	2	0	0	0
6 Motor vehicle accident with no injuries	6	4	0	0	2
7 Lock-in (if lock out , use 511)	7	0	0	7	0
1 Extrication of victim(s) from building/structure	1	0	1	0	0
1 Extrication of victim(s) from vehicle	1	1	0	0	0
1 Removal of victim(s) from stalled elevator	1	1	0	0	0
22 Rescue, emergency medical call (EMS) call, other	22	9	1	8	4
2,127 Sub-Total, Rescue & Emergency Medical Service	2,127	262	15	1,778	72

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
Hazardous Conditions(No Fire)					
5 Gas leak (natural gas or LPG)	5	0	1	1	3
2 Oil or other combustible liquid spill	2	0	1	0	1
1 Chemical hazard (no spill or leak)	1	1	0	0	0
12 Carbon monoxide incident	12	5	0	6	1
6 Heat from short circuit (wiring), defective/worn	6	6	0	0	0
3 Overheated motor	3	3	0	0	0
1 Light ballast breakdown	1	1	0	0	0
4 Power line down	4	4	0	0	0
4 Arcing, shorted electrical equipment	4	4	0	0	0
1 Explosive, bomb removal (for bomb scare, use 721)	1	0	1	0	0
104 Hazardous condition, other	104	7	4	91	2
143 Sub-Total, Hazardous Conditions(No Fire)	143	31	7	98	7

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
Service Calls					
65 Lock-out	65	10	0	54	1
10 Water evacuation	10	1	1	8	0
5 Water or steam leak	5	3	0	0	2
2 Smoke or odor removal	2	1	0	0	1
1 Animal problem	1	0	0	1	0
93 Assist police, fire, or other governmental agency	93	7	5	80	1
30 Assist invalid	30	1	0	29	0
65 Unauthorized burning	65	19	0	46	0
3 Cover assignment, standby, moveup	3	1	0	2	0
896 Service Call, other	896	14	9	872	1
1,170 Sub-Total, Service Calls	1,170	57	15	1,092	6

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
Good Intent Calls					
1 Dispatched & canceled en route	1	1	0	0	0
4 Authorized controlled burning	4	4	0	0	0
1 Prescribed fire	1	1	0	0	0
1 Vicinity alarm (incident in other location)	1	1	0	0	0
32 Smoke scare, odor of smoke	32	1	1	29	1
5 Steam, vapor, fog or dust thought to be smoke	5	5	0	0	0
3 Good intent call, other	3	2	0	1	0
47 Sub-Total, Good Intent Calls	47	15	1	30	1

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
False Alarms & False Calls					
7 Municipal alarm system, malicious false alarm	7	6	0	1	0
3 Direct tie to FD, malicious/false alarm	3	3	0	0	0
1 Local alarm system, malicious false alarm	1	1	0	0	0
1 Bomb scare - no bomb	1	1	0	0	0
41 Sprinkler activation due to malfunction	41	39	0	2	0
40 Smoke detector activation due to malfunction	40	38	0	2	0
5 Heat detector activation due to malfunction	5	5	0	0	0
57 Alarm system sounded due to malfunction	57	56	1	0	0
21 Sprinkler activation, no fire - unintentional	21	21	0	0	0
1 Extinguishing system activation	1	1	0	0	0
41 Smoke detector activation, no fire - unintentional	41	38	0	0	3
9 Detector activation, no fire - unintentional	9	9	0	0	0
36 Alarm system sounded, no fire - unintentional	36	34	0	1	1
16 False alarm or false call, other	16	15	0	0	1
279 Sub-Total, False Alarms & False Calls	279	267	1	6	5

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
Severe Weather & Natural Disasters					
1 Lightning strike (no fire)	1	1	0	0	0
1 Sub-Total, Severe Weather & Natural Disasters	1	1	0	0	0

	<u>Count of Occurrences</u>	<u>Primary Only</u>	<u>Reported Only</u>	<u>Primary & Reported</u>	<u>Neither Primary or Reported</u>
Other Type of Incidents					
1 Citizen complaint	1	0	0	1	0
23 Special type of incident, other	23	1	3	19	0
24 Sub-Total, Other Type of Incidents	24	1	3	20	0
4,303 Incidents Types	4,303	674	385	3,141	103
Total Count of Unique Incident Numbers for this Period:	3,828				
Total Count of Unique Incidents without any Incident Type:	0				

Police Department

Shortly before January 1, 2005, I was appointed Police Chief and replaced former Chief John Mackey, who had served as the Town's Police Chief for over 17 years. I am now the fourth in succession to serve as Chief of Police since the inception of the Police Department in the Town of Tewksbury.

The Police Department is undergoing a complete transformation, as we have replaced over twenty members of the department over the last three years due to retirements. The command staff has completely changed and two new Deputy Police Chiefs were recently appointed, William Layne as Deputy Police Chief of Administration and Timothy Sheehan as Deputy Chief of Operations. Several key supervisory positions were filled and five Sergeants positions will be filled on a permanent basis in the next few months.

In spite of this transformation, the Police Department has continued to provide quality services to the community and the State Crime Statistics have shown that crime has reduced in almost every category within the town during 2004. I believe that this is due to the diligence of the new officers and to the fact staffing levels are kept at reasonable levels throughout the year. Police officers on the road, visibility and presence have served to deter crime in our community. The Tewksbury Police Department needs to continue to provide training, supervision and instructional development for a substantial number of its new officers and supervisors and this will be one of my main priorities over the next two years.

During 2004, the Tewksbury Police Department was continuously in the process of training and developing staff members and processing new employees through the hiring process. As we look forward to 2005, this process will slow down and although we are still short of staff, we will strive to reinstate some of the services that we have been able to provide in the past. Just recently, I appointed a juvenile officer to work with the schools and the court system and also reopened the Citizens Police Academy for the first time in the last three years. We hope and will strive to offer extended services to the community as staffing levels improve and conditions allow.

I look forward to serving the members of this community and providing them with the best Police Department in the Commonwealth of Massachusetts.

Alfred P. Donovan
Chief of Police

POLICE DEPARTMENT ROSTER

Chief of Police:	Alfred P. Donovan	1984	Officer Jeffrey Suarez	1989
Deputy Chief of Police:	William Layne	1980	Officer James Hollis	1995
Deputy Chief of Police:	Timothy Sheehan	1987	Officer Thomas Cooke	2002
Lieutenants:	Dennis Peterson	1975	Detective/Juvenile Officer: Michael Sheehan	1988
	George Hazel	1979	Patrol Personnel:	
	James McKenna	1980	Raymond Lafortune	1988
	John Powers	1981	William Schwalb	1988
	Robert Budryk	1989	Daniel Kerber	1995
	John Voto	1996	Andre Gonzales	1995
	Robert Stephens	1996	Jessica Mulvey	1996
Sergeants:	John Barry	1984	Kathryn Mcleod	1996
	Mark Perry	1988	Keren Reese	1996
	Scott Gaynor	1995	Stephen Torres	2000
	Timothy Kelly	1995	Walter Jop, III	2000
	Robert Fields	1996	Markus McMahon	2001
	Ryan Columbus	2003	Albert Piccolo	2002
Provisional Sergeants:	Robert Westaway	1981	Kimberly Riccardi	2002
	Brian Warren	1988	Arthur Piccolo	2002
	Chris Coviello	1989	Eric Hanley	2002
	James Williams	1996	Chris Scott	2002
	Thomas Casey	1999	Jennie Lightfoot	2003
Chief of Detectives:	Lt. Dennis Peterson	1975	Peter Regan	2003
Detectives:	Officer Kevin Reese	1987	Patrick Harrington	2003
	Officer Paul Doherty Jr.	1988	Karen Capuano	2003
			John Casey	2003
			James Biewener	2003
			Robert Bjorkgren	2003
			Douglas Pratt	2003

	David Godin	2004
	Joseph Kelley	2004
	Mark Harrington	2004
	Dennis J. Peterson, Jr.	2004
	Brian Farnum	2004
R.A.D. Coordinator and Prosecutor:	Lieutenant John Powers	
K-9 Officer:	Sergeant Timothy Kelly	
Safety Officer:	Officer Raymond Lafortune	
Computer Management:	Matthew Small	
E-911 Dispatchers: (Full time)		
Head Dispatcher:	Edward Sullivan	1994
Dispatchers:	Garin Worth	1997
	Karen Poisson	1997
	Jennifer Downey	1997
	Kim Porter	2000
	Patrick Carey	2001
	Kimberly Griffin	2001
	Neil McGlaughlin	2003
	David Miano	2004
Part time Dispatcher:	Denise Graffeo	2003
Executive Assistant:	Mary Ellen Higginbotham	1977

Administrative Secretary:	Eileen Newton	1987
	Patricia Stotik	1995
	Alice Kennedy	2002
Secretary (Part time):	Sonia Newton	1999
Custodian (Full time):	Brad Schofield	2001
Always Remembered and Never Forgotten		
	Sgt. James Hood	1988-2003
Reserves:		
	Robert Carroll	Brian Fernald
	Joseph Cormier	Bert Hadley
	Joseph Delucia	Rick Hopkinson
	Paul Doherty Sr.	Phil Hyde
	Stephen Kandrotas	John Jarek
	Warren Layne	Matt Jarek
	Edward Martin	Alice Kennedy
	Henry Perry	Debbie Lumsden
	Paul Ringwood	Richard Lumsden
	Roger Tanguay	Sharon McClafferty
	Keith Brooks	Beverly Mosher
	Brian Carbone	Derek Napoli
	David DeRoche	James O'Hare
	Cindy Dicalogero	Arthur Russell
	Patrick Doherty	Ted Sullivan
	John Donoghue	Mark Tanguay

Crimes listed for 2004

Kidnapping/Abduction	3
Forcible Rape	1
Robbery	2
Assault Aggravated	6
Assault Simple	81
Assault Intimidation	29
Arson	1
Burglary/Breaking and Entering	45
Purse Snatching	1
Shoplifting	76
Theft from building	29
Theft from m/v	82
Theft of m/v parts	4
Thefts all others	131
Theft of motor vehicle	18
Counterfeiting/Forgery	10
False Pretense/Swindle/Confidence Game	5
Credit Card/Automatic Teller Fraud	18
Embezzlement	1
Stolen Property Offenses	6
Destruction/Damage/Vandalism of Property	226
Drug/Narcotic Violations	29
Drug Equipment Violations	1
Prostitution	1
Statutory Rape (Nonforcible Sex Offense)	2
Bad Checks	6
Disorderly Conduct	2
Driving under the influence	39
Drunkenness	80
Runaway	2
Trespassing	2
Contributing to the Delinquency of a Minor	1
Motor Vehicle Citations	3,076
Motor Vehicle Accidents	861
Motor Vehicle Stops	7,117

EDUCATION

*School Committee
Scholarship Awards*

Enrollment by Schools

*Superintendent of Schools
Scholarship & Education Fund
Committees
Staff List*

*Student Services
General Information*

*Shawsheen Valley Regional
Vocational / Technical School
District*

School Committee

The Annual Elections were held in April, 2004. Mr. Edward Dick did not seek re-election. The townspeople re-elected Lt. Dennis Peterson and elected Mr. Keith Rauseo to serve as Mr. Dick's replacement on the Committee.

This writer had the privilege of serving with Mr. Edward K. Dick for the past ten years. Ed Dick served with distinction for twelve years on the School Committee. More often than not, he was elected by his fellow committee members to serve as their Chairman. Ed was always a gentleman and treated everyone with courtesy. He has the rare gift of being able to disagree with you without being disrespectful towards you. Mr. Dick worked tirelessly on the School Committee to improve the educational experience of all of the students. Ed also made it his business to get to know as many of the School Department employees as possible. Ed Dick will be sorely missed on the School Committee and his contributions to education in Tewksbury will be remembered for years to come.

Elections for School Committee officers were held during the April, 2004 Organizational Meeting of the Committee. Attorney Scott Consaul was elected as the Chairman with Mr. Joseph Russell elected as Vice Chairman and Mrs. Ruth Perrin as Clerk. These members joined with Lt. Dennis Peterson and Mr. Keith Rauseo to form the Committee.

The School Committee worked in close concert with the Town Manager, the Board of Selectmen and the Finance Committee to reach agreement on the FY05 School Department Budget. At the annual Town Meeting on June 23, 2004, the School Department budget was level funded at \$28,706,115. The Committee expresses its continued gratitude to our State Legislative Delegation. Through the efforts of Representative James R. Miceli, Representative Barry Finegold, and Senator Susan Tucker, the Town of Tewksbury received an additional \$243,561 in supplemental Lottery Aid. The Town-Wide Budget Subcommittee agreed that these funds should be added to the School Department Budget. The final budget of \$28,949,676, representing a less than 1 percent increase (.0085) over the FY04 budget, was adopted at the Special Town Meeting on October 16, 2004. The School Department received an additional \$52,000 as a grant from the Foundation Reserve. The School Committee continues to appreciate the spirit of cooperation, which characterizes these budget deliberations.

I would be remiss if I did not mention that Ray Shaw retired as Chairman of the Finance Committee in 2004. This writer and Mr. Shaw did not always agree on every issue (most notably, the budget) but Ray was always very supportive of the School Department. Mr. Shaw took a leadership role in his support for both the construction of the John F. Ryan Elementary School and the renovation of the John W. Wynn Middle School. He volunteered many hours as a member of the building committees for both of these schools. On behalf of the School Committee, I wish to express my gratitude for Ray Shaw's commitment to improving education in Tewksbury.

The Tewksbury School Committee worked with the School Administration to set the System-Wide Goals for the 2003-2004 school year. These goals were aligned with the initiatives outlined in the Tewksbury Public School Five-Year Plan. The Committee reviewed the progress of the administration in meeting these goals during the joint retreats held in February and June 2004.

The Negotiations Sub-Committee reached agreement with the Tewksbury Teacher's Association in 2004. These negotiations resulted in a change to the salary steps and longevity payments, which enabled the School Department to be more competitive in attracting the best new teachers and to simultaneously retain "Master Teachers" who have dedicated many years to the students of Tewksbury.

The School Committee would like to congratulate all Coaches and Athletes who participate on the many varsity and sub-varsity teams. Their sportsmanship on the playing field, in the gymnasium, on the track, and on the ice continues to earn the respect and admiration of our own community as well as those of our opponents.

On behalf of the members of my Committee, I would like to express my thanks to the Tewksbury Board of Selectmen, the Finance Committee and to all other appointed boards and elected and appointed officials for their support during the past year.

I am grateful to the members of my Committee for their time and effort on the numerous sub-committees and for their support and professionalism during Committee meetings. All members of the School Committee have the common goal of providing quality education for our students. I am pleased to serve with them.

I would like to thank the members of the administration and the Central Office support staff for assisting me in my role as Chairman of the Committee. I would also like to thank the faculty and staff for their hard work on behalf of our students and their parents and guardians for their continued support.

It is my pleasure to serve as the Chairman of the Tewksbury School Committee and to provide this account of the activities of the Committee during the year 2004.

Scott J. Consaul, Esquire
Chairman
Tewksbury School Committee

Superintendent of Schools

Introduction

This has been a challenging year for our school district. The approved FY05 School Department Budget fell short of the funds required to retain our current level of service. The Budget, however, reflected the very best efforts of the Town and the elected and appointed officials to support our schools. We appreciated their efforts and support. We hope that economic times will once again improve, and we will all have the opportunity to enhance our instructional program on behalf of our students.

Administration

Mr. Ralph Natola retired as Principal of the North Street School. Mrs. Kristan Rodriguez who was Assistant Principal at the Milton L. Fuller School in Gloucester succeeded him. Mrs. Rodriguez is a doctoral candidate at Boston College.

Teaching Personnel

The Retirement Plus Program sponsored by the Massachusetts Teachers Retirement Board continued to result in many retirements from the teaching ranks. The following individuals retired from our schools at the conclusion of the 2003-2004 school year.

Tewksbury Memorial High School

Gerald Rideout-Department Head for Mathematics and Science, President of the Tewksbury Teachers Association and long time coach

Robert MacDougall- Department Head for English and Social Studies and highly successful Track and Cross-Country Coach

Maureen Rideout- World Language Teacher and Advisor to the Junior Classical League

Elizabeth Papik- Mathematics Teacher and member of the Renaissance Committee

George Economou- Mathematics Teacher and member of the Teacher Advisory Council

John W. Wynn Middle School

James LeClair- Social Studies Teacher and Team Leader

Judith Palm- World Language Teacher

John F. Ryan School

George Kalarites- Grade Six Teacher and Women's Varsity Tennis Coach

Ann Read- Grade Five Teacher and member of the Project MEET Team

Carol Sagro- Grade Six Teacher and Team Leader

Fran Gath- Grade Five Teacher

Loella F. Dewing School

Sandra Ryan- Grade Four Teacher and member of the Subject Area Review Committees

Shirley Sanford- Grade Two Teacher and member of the School Council

Maureen Buckley- Grade Three Teacher and member of the Subject Area Review Committees

Heath Brook School

Elaine Fiske- Grade Four Teacher

North Street School

Marjory Petalas- Kindergarten Teacher and Center School Head Teacher

Sheila Gurry- Kindergarten and Grade One Teacher

Rita O'Sullivan- Grade One Teacher

Louise Davy Trahan School

Barbara Krueger- Grade Four Teacher and member of the Subject Area Review Committees

Christine Themeles- Grade One Teacher and Head Teacher and member of the Subject Area Review Committees

Support Personnel- Secretarial

Mrs. Kathy Baker retired from Tewksbury Memorial High School.

Academic Program

Accreditation- Tewksbury Memorial High School

The faculty, staff and administration continued to prepare for the re-accreditation of the High School. A Team from the New England Association of Schools and Colleges will conduct a four-day evaluation visit in October 2005. Members of the faculty prepared the mission statement, the learning expectations and are currently working on the self-study. The School Committee appointed a Sub-committee to review the status of the school facility and to offer recommendations regarding those renovations necessary to meet the accreditation standards.

Academic Achievement

Tewksbury students continue to distinguish themselves through strong showing on the MCAS and the Iowa Test of Basic Skills (ITBS). Student test score performance on the MCAS was above the State for all subjects and at each grade level. Student performance at the Tenth Grade level was especially impressive. Sixty-four seniors qualified for the John and Abigail Adams Scholarship Program. This Program offers free tuition to the State University system. Student performance on the ITBS was well above grade level for all grades and each subcategory.

School Goals

The faculty and the administration at each school adopted a school wide goal to guide their work during the 2004-2005 school year. The Center School Integrated Preschool Program chose "*Boardmaker*" an augmentative communication strategy as their goal. The High School continued their goal from the 2003-2004 school year focusing on the completion of the self-study for accreditation. Faculty at the Trahan, Middle School and Dewing Schools chose differentiated instruction as their major goal. This work will assist the teachers in meeting the individual needs of each student and is an effective response to the increase in our class sizes.

The Heath Brook School selected cooperative learning as their focus. Cooperative learning teaches students personal responsibility and teamwork skills. These skills develop student work habits and also support teachers in maintaining effective instructional practices in the face of increased class sizes. Computer technology will be the focus of the work at the John F. Ryan School. Faculty will work on the use of technology to enhance instruction in the content areas. Finally, the North Street School will continue their work on multi-culturalism but will add a second goal of strengthening math instruction. This second goal was included as a result of the analysis of the student MCAS scores.

System wide Initiatives

The School Committee and the School Administration worked toward the completion of the goals and objectives as outlined on the five-year strategic plan for the school district. The work represented the second year effort on the third five-year plan. In addition, the administration and the faculty carefully reviewed each of the five core values included in the plan. The purpose of this review was to identify behaviors and initiatives throughout our school district reflecting our commitment to these five core values. The administration is also working on identifying effective teaching practices. These practices will be reviewed with the faculty throughout the 2004-2005 school year.

District Security

Our district security team continues to meet on a regular basis. Members of the Team include representatives from the school, police and fire departments. The Team prepared, published and distributed a crisis manual to all members of the school department. Sets of manuals were also distributed to the command staffs and dispatchers at the police and fire departments. The Team staged a critical incident simulation at Tewksbury Memorial High School on October 27, 2004. This simulation was conducted during an early release day when no students were on the school property. The simulation included a test of the effectiveness of the mobile command center, the effectiveness of the camera and the communication systems at the High School and the performance of the Security Team members in their respective roles.

The District Security Team witnessed the benefit of our simulation when the Team effectively responded to a potential threat at the North Street School on November 9, 2004. The Team also developed a protocol for our school crisis teams and stranger awareness. The Team is currently developing a uniform protocol for parent/guardian notification following a school incident.

The school department in conjunction with the police department completed two other initiatives in the interest of school security. In March and November 2004, we conducted canine sweeps at the high school and the middle school. Neither canine sweep resulted in the evidence of drugs on school property. These "sweeps" sent an important message to the students regarding our commitment to drug free schools. Students have been diligent in reporting the presence of any illegal substance on school property and the administration has taken the appropriate action in accordance with School Committee Policy.

Finally, the school department Town Wide Parent Advisory Council hosted a program on Internet Safety on Tuesday, September 21, 2004. The presentation was informative and provided those in attendance with guidelines to monitor student use of the Internet.

Budget

Once again Tewksbury, like many school districts across the State, worked within the constraints of a level funded budget. We were most grateful to the Town Wide Budget Sub-committee for recommending that the money received through additional lottery would be earmarked for the school department. This money was used to hire staff to reduce class size and to reinstate positions lost through the budget process.

In addition, the school department received money from the State Foundation Reserve Grant Program often referred to as the "pothole" account. This money was awarded in consideration of the marked increase in the enrollment at Tewksbury Memorial High School. Funds from this grant were used to hire two additional teachers for second semester at the High School in a further effort to further reduce class size.

Reductions in the school department budget request resulted in a change in our kindergarten schedule. The previous five day half-day schedule was changed to a full day schedule with one group attending two days a week and the other group attending three days a week. The groups will switch days at the mid-point of the school year. The change in schedule eliminated the mid-day transportation required during the previous half-day program. This schedule is currently being evaluated and a recommendation will be offered to the School Committee in early spring 2005.

Other reductions included the elimination of the after school activity buses and the Saturday School Program. Funding for the recently established lacrosse program will be drawn from the Athletic Revolving Account.

Facility

The re-opening of the John W. Wynn Middle School allowed the Central Office, System-wide Administration and the Integrated Preschool Program to move to the Center School. The lower level of the school is home to the School Maintenance Department and Computer Technology Services. The Business Office, Data Processing, School Transportation and Facilities, the Office of Student Services and the Integrated Preschool Program occupies the street level. The office of the Superintendent, Assistant Superintendent, Special Education Office and Food Services are located on the top floor. It is our hope that bringing these offices together in a central location will enhance our service to the community.

New Initiatives

The school district launched some new initiatives during 2004. The High School formed a Robotics Club. This Club was born out of some common student interests and the willingness of our new physics teacher John Morgan to nurture this collective interest. The Club began to realize success in regional competition. Students at the High School also expanded their commitment to social responsibility with the formation of a chapter of Students Against Destructive Decisions (S.A.D.D.). Once again a new teacher Cynthia Georgian supported this interest by serving as advisor to the group. I am pleased to report that both of these Clubs are now part of our official co-curricular program.

The Tewksbury Memorial High School Marching Band expanded their musical repertoire. Membership in the marching band continues to increase. The group now boasts a jazz band, concert band and a percussion band. We are very proud of Hilary Anderson and the band members for re-establishing this wonderful Tewksbury tradition.

Summary

The progress and success of our students during 2004 was a testimony to the commitment of many people. This commitment is most evident through the actions and effort of the Tewksbury School Committee. This group of five individuals has always kept the needs of our students as their focal point in any decisions made or votes taken especially during the difficult budget deliberations. We are most grateful to our dedicated School Committee.

I would also like to express my gratitude once again to the very talented group of men and women who comprise our central office administration and staff. Their work ethic and commitment to public service have been of benefit to the school district and to the broader community of Tewksbury. I am also grateful to the faculty, staff and administration of our school system. Each member of our "school department family" fulfills an important role in the discharge of their daily duties. The composite result of these roles provides for a quality educational experience for our students.

The role of the parents and guardians has been a great asset to our school district. We appreciate their work as members of our parent advisory councils and school councils. Their work as classroom volunteers, homework supporters, field trip and dance chaperones and booster club members has also been most beneficial. Our parents and guardians are truly the best!

Finally, I would like to thank the members of the Tewksbury Board of Selectmen, the Finance Committee, Town Manager David Cressman and all other department heads. Our school district is so fortunate to enjoy the support from all elected and appointed officials. We are most fortunate to be the beneficiary of the resources of these talented professionals.

It is my pleasure to prepare this report. I continue to be honored to serve as the Superintendent of Schools.

Student Services

A variety of district-wide programs and services comprise Student Services of the Tewksbury Public Schools. All Student Services programs are coordinated with one another and with all other academic and support services available to students throughout the district. During 2004, the accomplishments by Student Services Administrators and Staff were comprehensively and creatively achieved on behalf of all Tewksbury students.

English As A Second Language Programs and Services:

In October 2004, students found eligible to participate in the English As A Second Language tutoring program in Tewksbury participated in the new Massachusetts English Proficiency Assessment [MEPA]. This assessment program included two components: a reading and writing test [MEPA R/W] and a speaking and listening test based on the Massachusetts English Language Assessment-Oral [MELA-O]. The results of this assessment helped to establish a baseline of performance levels upon which all future testing results will be compared. The students who participated in this untimed Statewide Assessment Program represented eight different language groups. The purpose of both the English As A Second Language Program in Tewksbury and the Statewide Assessment Program is to assist students in successfully meeting all curriculum and grade level academic requirements at all grade levels.

Gifted and Talented Programs and Services:

During 2004, the more than 100 students in Grades 3 and 4 at each elementary school who met eligibility criteria participated in the "Challenge Groups" program. Participants in this program met one time per week with the Resource Teacher of the Gifted and Talented in small group settings and were presented with academic challenges in the areas of math, reading, and writing. In addition, "Challenge Groups" participants chose special creative projects to be accomplished within the school year. During 2004, participating fourth grade students at the Trahan School created a Math Magazine for all the fourth grade students in the Tewksbury Public Schools. The "Challenge Groups" at the Heath Brook School implemented a pen pal program with students from the Queen Margaret School in Tewksbury, England, and third grade students at the Dewing School participated in a cultural exchange program presented by the office of the Consulate General of Japan. Additionally, all fourth grade students at the North Street, Dewing, Trahan, and Heath Brook Schools who excelled in Math could choose to participate in the nationally recognized program called the Continental Mathematics League. Students are expected to participate in their first "meet" in January 2005.

Classroom Teachers at all grade levels continued to implement the Gifted and Talented Program's In-Classroom model and facilitated varied, motivating, and challenging learning activities and experiences to all students within their classrooms. In consultation with the Resource Teacher of the Gifted and Talented, Classroom Teachers designed and implemented a wide range of creative and educationally recognized learning strategies to ensure that student learning styles and achievement levels were accommodated in their classrooms. Learning Centers, Challenge Centers, Reading Centers, Writing Centers, Math Centers, Literature Circles, Cooperative Learning, Tiered Learning Activities, Accelerated Learning Clusters, and Curriculum Compacting were some of the differentiated learning techniques implemented by Classroom Teachers to challenge student intellect and to raise the level of achievement for every student.

The presentation of Parent information programs was another vital component of the Gifted and Talented Program during 2004. The Resource Teacher of the Gifted and Talented presented Parent Information Nights at every elementary school in Tewksbury. In addition, individual parent conferences with parents took place in the fall. Information programs such as these were designed to provide parents opportunity to learn more about the Gifted and Talented Program in Tewksbury and to gather ideas for activities to share with their children at home.

Guidance Programs and Services:

The 10th Annual College/Career Fair was held on April 1, 2004. Nearly 1000 students and parents from Tewksbury and from surrounding communities collected information and literature about school options, career options and other opportunities available to students after successful completion of High School from the 131 Colleges and Universities represented at the Fair. Participants in this annual Student Services event commented on how valuable this opportunity was to the future decision-making of parents and students who were to soon be completing their high school education.

On June 3, 2004, the Scholarship Awards program for graduating members of the Class of 2004 took place. Tewksbury Memorial High School graduating seniors recognized for high school academic, athletic, and leadership achievements and accomplishments during this annual Student Services event received \$1,424,399.00 in scholarship and academic awards. The generosity and support extended to Tewksbury students by community residents, businesses and organizations, educational and other professional

organizations, athletic associations and groups, school department associations and organizations and colleges and universities are gratefully acknowledged. A listing of the recipients and of the donors follows this annual Student Services report.

In October 2004, Guidance Counselors at Tewksbury Memorial High School once again presented a Senior Parent/Guardian Breakfast program. Graduation requirements, the college search and application process, and college admissions testing programs were reviewed with parent and guardian participants. The High School Guidance Department also sponsored a New Student Breakfast and a Senior College Application Assembly for students planning to apply to college.

The annual Financial Aid Workshop for parents and students was presented by Student Services on December 14, 2004. Interested students and the parents and guardians of students planning to attend college or some other post secondary school or training program received information about loan options and rates available through a variety of resources. Participants also received instruction on how to complete the application for Federal Student Financial Aid [FAFSA]. The FAFSA is the form and format used by colleges and universities to determine student eligibility to receive money from federal grants, loans, work-study programs, and the colleges and universities to assist students and their families in meeting the tuition and other expenses of a college education. The program was again video taped for transmission via Tewksbury's local cable channel to provide information and guidance to those parents and guardians unable to attend the Financial Aid Night Program held on December 14th.

Tewksbury once again served as the local site for Educational Testing Services' college admissions testing programs.

In May, eligible students in Grades 11 and 12 at Tewksbury Memorial High School took Advanced Placement Tests in the specific Advanced Placement subject areas included in the curriculum at Tewksbury Memorial High School. Of those who participated in the May 2004 administration of Advanced Placement tests, two were recipients of the College Board's *A. P. Scholar With Honor Award* and six students were recipients of the College Board's *A. P. Scholar Award*.

Nearly 300 interested students enrolled in Grade 10 and in Grade 11 participated in the PSAT/National Merit Scholarship Qualifying Test [PSAT/NMSQT] administered in October. The testing program was once again fully funded by the Tewksbury Public Schools for Tewksbury Memorial High School Students. The College Board named four of the students who participated in this testing program *Commended Students in the 2005 National Merit Scholarship Program*.

Student Services again hosted the December administration of the SAT for students in Grades 10 through 12 who were afforded the opportunity to take the SAT I: Reasoning Test and the SAT II: Subject Tests within their own community. Students in Grades 7 and 8 who met eligibility criteria for the John Hopkins Talent Search Program also took part in this SAT testing program.

Health Education Programs and Services and Health Services:

A professional development Series funded by a grant developed by Student Services was presented to Health Educators, School Psychologists, School Adjustment Counselors, School Nurses, and other interested parties. The program presented was designed (1) to focus on the use of Scientifically Based Instructional Materials in implementing Tewksbury's Comprehensive Pre-School through Grade 12 Health Education Curriculum and (2) on the current issues in violence, substance abuse, and bullying.

During this professional development series, instructional materials reviewed in relation to best practices to be implemented in Tewksbury included the *Second Step* program and *Teen Age Teen Health Teaching Modules* program. A major product of this professional training series was the development of a proposed procedure for preventing bullying in the schools. The proposed procedural guidelines developed by the series participants were shared with administrators and considered as potential strategies for use by principals, students, and staff.

School Nurses facilitated an EpiPen Training session for school personnel at the start of the school year in August. Participants received information on anaphylactic allergies and reactions, the at-risk students and staff in the school, emergency procedures, and the use of the EpiPen.

Special Education Programs and Services:

Meeting all federal and state legal standards in special education continued to be the primary focus of the varied Professional Development Programs presented to administrators, staff, and parents by the Director of Student Services. One Leadership Training Series for Principals, Systemwide Team Chairperson, Case Managers, and Other Key Personnel was designed and implemented during spring 2004 and another during fall 2004. Training topics included: leadership and decision-making in eligibility determination and IEP development, evaluation procedures, federal and state procedural requirements, federal and state timelines, federal and state data collection and document maintenance requirements, program development, program alternatives, assessment of students with disabilities, the reauthorization of IDEA 2004, and proposed revisions to the state special education regulations.

A series of Team Process training sessions on the same topics was designed for and implemented by the Director of Student Services at each individual school site, Pre-School through Grade 12. Additionally, training sessions on the new Massachusetts Early Childhood Program Standards and Guidelines for Preschool Learning Experiences were presented to Early Childhood faculty groups by the Director of Student Services during the spring of 2004.

A Special Education Area Review Committee was established by the Superintendent of Schools in early 2004. This SARC was facilitated by the Systemwide Team Chairperson and a Speech and Language Pathologist on staff in the Tewksbury Public Schools. Throughout 2004, participants explored issues of concern to special educators, assessment matters, and programmatic options and have engaged in developing products to be of use to all personnel working with students with disabilities.

The Special Education Parents Advisory Committee once again facilitated the presentation of a Parents' Rights Training Workshop. The Federation for Children presented this program on behalf of the SPED PAC and all parents, legal guardians, and school personnel were invited.

The Integrated Pre-School Program formerly located at the Ella Flemings School moved to the Center School in August. Tewksbury's Integrated Pre-School Program, accredited by the National Association for the Education of Young Children, completed the reaccreditation process in its new location in October and is awaiting confirmation of the program's reaccreditation from NAEYC.

During the fall of 2004, the staff of the Integrated Pre-School program, the Systemwide Team Chairperson, and the Early Childhood Education Facilitator initiated a Parent Support Group for parents of pre-school age children. This Parent Support Group met monthly and provided opportunity for parents and staff to share information on child development and enrichment activities and materials to use with pre-school age children. Each monthly meeting held to date featured a different speaker who presented on relevant child development topics such as *First Aid and Cold Prevention* and *Toilet Training Strategies*. In December, a Scholastic Book Fair was sponsored by both the Parent Support Group and the Integrated Pre-School program to which all parents of pre-schoolers in Tewksbury were invited. Proceeds from the Book Fair were to be given to the Integrated Pre-school Program for new books for the classroom.

A five-session professional development series for School Psychologists, School Adjustment Counselors, Behavior Specialists, ABA Specialists, Guidance Counselors, and Behavior Management Facilitator was presented by the Director of Student Services on the topic of *Functional Behavioral Assessment and Behavior Intervention Plan Process*. Participants engaged in review and interpretation of the federal and state regulations, guidelines, and timelines associated with the FBA and BIP process and developed a procedure for meeting these federal and state regulations, guidelines, and timelines. The FBA and the BIP processes, procedures, data collection methods, and report forms were developed and finalized by the participants and implemented in the district.

From January through March of 2004, a 45 hour grant funded course on the topic *Curriculum and Instructional Strategies To Help All Students Succeed Within The Curriculum Frameworks* was designed and implemented in collaboration with Endicott College by the Director of Student Services. Thirty multidisciplinary K-12 faculty members and a district-wide administrator completed rigorous course work which incorporated an exploration of current research related to management of the teaching/learning environment to enhance learning in the school setting, the identification of assessment techniques for application with students to determine various learning levels as each related to the development of instructional strategies for delivering effective instruction, and the identification and creation of effective instructional strategies in reading, writing, social studies, science, mathematics, and the arts for learners with special needs who participate in regular and/or special education classes, with particular emphasis on effective hands-on activities teachers would be able to develop and implement in their classrooms. Participants were required to fulfill the course Practicum requirement by implementing the topics addressed in the course in their classrooms and to prepare a written overview and self assessment of the effectiveness of the strategies and techniques they employed as they completed the Practicum course requirements.

Instructional Aides were again afforded the opportunity to participate in a 60-hour training program designed specifically for Special Education Instructional Assistants. This 2004 SPEDIAC training program series was funded through a grant developed by Student Services and was implemented from January through March. Seven Special Education Instructional Assistants participated in these grant funded SPEDIAC 2004 training program series.

Title I Programs and Services:

Funding for Title I programs and services was again received by the school district through a grant developed by the Director of Student Services. Principals of Title I Schools, Title I personnel, other school personnel and parents of Title I eligible students also participated in the development of the 2004 Title I Grant and program. All also collaborated in the implementation of the Title I program at each of the three Title I schools in Tewksbury.

During 2004, one Title I Lead Teacher, a full time Title I Teacher, and one part time Title One Teacher, all of whom are Massachusetts Certified Reading Specialists, provided supplemental reading instruction to nearly 100 at risk students in Grades K through 4 in the three Title I eligible schools. In addition to having implemented Title I consultation, targeted population [*"pull-out"*], inclusion, and Reading Recovery [Grade One only] services to these Title I eligible students, Title I providers implemented a number of special events and incentive programs to enhance good reading skills and full integration of all students into the school culture at each Title I eligible school site.

Collaboration with Classroom Teachers, other providers, and Parents were major program components in 2004. Parents of Title I eligible students were invited to participate in Parent Informational Programs presented by Title I personnel prior to each Open House scheduled by the school department. Title I Teachers, Regular Education Teachers, Special Education Teachers, and English As A Second Language Tutors regularly engaged in collaborative planning of instructional sessions and in developing alternative learning activities designed to complement the educational program provided in the Classroom but not to take the place of classroom instruction in Reading. Eligible students who received Title I services also fully participated in the regular education curriculum in all areas.

The opportunity to continue to provide the array of Student Services to Tewksbury Public Schools' clientele is greatly valued by the administrators and staff. The programs and services presented in this annual report were designed to respond to student, parent, and community needs. Student Services looks forward to continuing to provide these important and varied programs and services on behalf of the Tewksbury Public Schools in 2005.

Respectfully Submitted
Dr. Michele F. DeAngelis
Director of Student Services
Tewksbury Public Schools

Class of 2003 Community and University Scholarship Awards

We are pleased to acknowledge the businesses, the individuals, the community organizations, the school organizations, the sports organizations, and the private and professional organizations and schools who participated in Tewksbury's 2004 Community Scholarship Program and who awarded more than \$1,000,000.00 in scholarships to the members of the graduating Class of 2004.

The commitment of the donors listed below to the students of the Tewksbury Public Schools contributes to the attainment of the personal and educational goals of the scholarship recipients. The generosity of the donors provides an investment in the future of Tewksbury.

THANK YOU to each of the Scholarship Award Donors and **CONGRATULATIONS** to the Scholarship Recipients.

BUSINESS DONORS:

Aurora Salon Personal Achievement Scholarship Awards:

Nicholas Manna	\$ 100.00
Kristen McPhail	\$ 100.00
Erin Mooney	\$ 100.00
Samantha Morin	\$ 100.00
Laura Sadowski	\$ 100.00

Lowell Five Cent Savings Bank Scholarship Award:

Nicole Belmonte	\$1,000.00
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MASSBANK Charitable Foundation Scholarship Award:

Russell Morin	\$ 500.00
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Schlott Tire Academic Scholarship Award:

Sarah Concannon	\$ 500.00
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Tewksbury Business Association Scholarship Awards:

Richard Cruz	\$ 250.00
Lauren Twombly	\$ 250.00

Tewksbury Physical Therapy Scholarship Award:

Anthony Corsino	\$ 750.00
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COMMUNITY DONORS:**Andover Artists Guild Scholarship Award:**

Ashley Bibo	\$ 600.00
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Elks Scholarship Awards:*** Tewksbury/Wilmington Lodge of Elks #2070 Scholarship Awards:**

Jonathan Papp	\$1,000.00
Ashley Wallace	\$1,000.00

*** Massachusetts Elks Scholarship Awards:**

Anthony Corsino	\$ 600.00
Nicole Hynes	\$ 800.00
Courtney Jones	\$1,000.00
Shannon Sullivan	\$ 700.00
Ashley Wallace	\$ 700.00

Merrimack Valley Area Rotary Club Scholarship Award:

Lindsey Daley	\$ 500.00
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Tewksbury D.A.R.E. Parent Advisory Committee Scholarship Awards:

Charlene Aalerud	\$ 500.00
Lauren Bagley	\$ 500.00
Jennifer Clark	\$ 500.00
Rita Contardo	\$ 500.00
David Gay	\$ 500.00
Anna Kaiser	\$ 500.00
Joseph Melloni	\$ 500.00
Wei Wong	\$ 500.00

Tewksbury Golden Age Club Scholarship Awards:

Christopher Kapust	\$ 600.00
Samantha Morin	\$ 600.00
Ashley Wallace	\$ 600.00

Tewksbury Lions Club Scholarship Awards:

Lauren Casey	\$1,500.00
Brian Hamilton	\$1,500.00
Brian Little	\$1,500.00
Courtney O'Brien	\$1,500.00
Andrew Restuccia	\$1,500.00
Alyssa Walls	\$1,500.00

Tewksbury Rotary Club Scholarship Awards:

Jennie Mayer	\$1,500.00
Alyssa Walls	\$1,500.00
Wei Wong	\$1,500.00

PERSONAL DONORS:**Aldred: The Derek Aldred Memorial Scholarship Award:**

Ashley Bibo	\$1,500.00
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Anderson: The Mabel Anderson Memorial Scholarship Award:

Courtney O'Brien	\$ 300.00
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Byers: Willie Byers Memorial Scholarship Awards:

Jennifer Clark	\$1,000.00
Brian Little	\$1,000.00
Nicole Theroux	\$1,000.00

Currier: The A. Elizabeth Currier Memorial Scholarship Awards:

Janelle Alabiso	\$ 500.00
Richard Cruz	\$ 500.00
Jennifer MacDonald	\$ 500.00
Mayur Patel	\$ 500.00
Kristina Reinold	\$ 500.00

Evans: The Marc L. Evans Memorial Scholarship Award:

Christina Ewing	\$ 500.00
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Flynn: The Daniel Flynn Memorial Scholarship Award:

Joseph Melloni	\$ 500.00
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Gillette: The Daniel S. Gillette, Jr. Memorial Scholarship Awards:

Anthony Corsino	\$1,000.00
Nicholas Manna	\$1,000.00

Hood: The Detective Sergeant James C. Hood Scholarship Award:

Erin Mooney	\$2,000.00
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Horgan: The Robert V. Horgan Memorial Scholarship Award:

Anna Kaiser	\$1,000.00
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Mackey: "MACS"imize Your Potential The Billy Mackey Student/Athlete Scholarship Award:

Amanda McLeish	\$ 500.00
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Miceli: The Honorable James Miceli Scholarship Award:

Sarah Concannon	\$ 300.00
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O'Brien: The Kevin J. O'Brien Memorial Scholarship Awards:

Bryan Donoghue	\$1,000.00
William Fabiano	\$1,000.00

Olson: The Ronald C. Olson, Jr. Memorial Scholarship Award:

Geoffrey Luciano	\$ 500.00
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O'Neill: The Dennis J. O'Neill Memorial Scholarship Award:

Wendy Dyer	\$ 500.00
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Perrault: The John Perrault Memorial Scholarship Award:

Jason Donohue	\$ 500.00
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Perrin: The Holly Perrin Memorial Scholarship Award:

Maria Hamm	\$ 500.00
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Peters: The Linda Peters Memorial Scholarship Awards:

Janelle Cook	\$1,200.00
Ryan Dunlevy	\$1,200.00
Brian Lowe	\$1,200.00
Nicholas Manna	\$1,200.00
Courtney O'Brien	\$1,200.00
Ashley Rose	\$1,200.00

Scott: The David W. Scott Memorial Scholarship Awards:

Ashley Bibo	\$1,000.00
William Fabiano	\$1,000.00
Anna Kaiser	\$1,000.00
Geoffrey Luciano	\$1,000.00

Sheehan: Francis B. Sheehan Memorial Scholarship Award:

Brian Little	\$ 500.00
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Staniewicz: The Bill Staniewicz Memorial Scholarship Award:

Shannon Sullivan	\$2,500.00
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Strong: The Gary Strong Memorial Scholarship Award:

Geoffrey Luciano	\$ 500.00
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Trainor: The Therese and Pie Trainor Memorial Scholarship Award:

Laura Tucceri	\$ 500.00
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Zawacki: The Joshua Zawacki Memorial Scholarship Awards:

Ryan Dunlevy	\$1,500.00
Stephanie Malley	\$1,500.00

Excellence in Achievement Scholarship Award:

Anna Kaiser	\$ 500.00
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PRIVATE, PROFESSIONAL, AND OTHER ORGANIZATIONS DONORS**Adelphi University Dean's Scholarship Award:**

*Amanda Cruz	\$30,000.00	[\$ 7,500.00 per yr.]
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Assumption College Scholarship Awards:

*Geoffrey Luciano (Lyceum)	\$30,000.00	[\$ 7,500.00 per yr.]
*Michael Manfra (Academic)	\$30,000.00	[\$ 7,500.00 per yr.]
*Peter Ricci (Milleret)	\$40,000.00	[\$ 10,000.00 per yr.]
*Peter Ricci (College)	\$ 1,000.00	[\$ 1,000.00 per yr.]

Bentley College Trustee Scholarship Award:

*Nicole Belmonte	\$108,120.00	[\$ 27,030.00 per yr.]
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Boston University Scholarship Awards:

*Janelle Alabiso (Grant)	\$20,200.00	[\$ 20,200.00 per yr.]
*Janelle Alabiso (Supplemental)	\$ 2,000.00	
*Jennifer MacDonald (Dean's)	\$40,000.00	[\$ 10,000.00 per yr.]

Brandeis University Scholarship Award:

*David Gay (Grant)	\$96,000.00	[\$ 24,000.00 per yr.]
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Bucknell University Scholarship Award:

*Sarah Concannon	\$26,000.00	[\$ 26,000.00 per yr.]
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Certificate of Mastery Awards:

*Nicole Belmonte	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Jonathan Buehler	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Lauren Casey	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Alison Gorham	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Brian Hamilton	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Daniel Igo	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Daniel Krugh	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Joseph Melloni	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Russell Morin	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Kristina Reinold	\$ 3,600.00	[\$ 900.00 per yr. est.]
*Wei Wong	\$ 3,600.00	[\$ 900.00 per yr. est.]

Chester College Scholarship Awards:

*Rachel Russel (Art)	\$14,000.00	[\$ 3,500.00 per yr.]
*Cynthia Walsh (Graphic Design)	\$14,000.00	[\$ 3,500.00 per yr.]

Elmira College Presidential Scholarship Award:

*Jill Connolly	\$40,000.00	[\$10,000.00 per yr.]
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Fitchburg College Leadership Academy Scholarship Award:

*Stephanie Blair	\$16,744.00	[\$ 4,186.00 per yr.]
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Framingham State College Senator Paul E. Tsongas Scholarship Award:

*Brad Petrishen	\$18,000.00	[\$ 4,500.00 per yr.]
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Lasell College Presidential Scholarship Award:

*Kristy Holmes	\$5,000.00	
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Lawrence Lodge of Elks Leadership Scholarship Award:

*Adrienne Lefebvre	\$1,000.00	
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Mass College of Pharmacy and Health Sciences Scholarship Awards:

*Michael Kukler (Academic)	\$ 6,000.00	
*Brian Little (Merit)	\$24,000.00	[\$4,000.00 per yr.]
*Brian Little (MCPHS)	\$ 3,000.00	

Merrimack College Scholarship Awards:

*Alex Marcin (Athletic/Academic Grant)	\$64,000.00	[\$16,000.00 per yr.]
*Jillian Sansoucie (Merit)	\$40,000.00	[\$10,000.00 per yr.]
*Michael Vacirca	\$20,000.00	[\$ 5,000.00 per yr.]

Middlesex Women's Club Scholarship Award:

*Wei Wong	\$500.00	
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Northeastern University Dean's Scholarship Award:

*Jason Knight	\$60,000.00	[\$15,000.00 per yr.]
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Rensselaer Polytechnic Institute Math and Science Medal & Scholarship Award:

*Russell Morin	\$60,000.00	[\$15,000.00 per yr.]
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Saint Anselm Scholarship Awards:

*Nicole Haffey (Grant)	\$53,800.00	[\$13,450.00 per yr.]
*Alyssa Walls (Father Dominic Schenor, O.S.B)	\$10,000.00	[\$ 2,500.00 per yr.]

Savannah College of Art and Design Combined Merit Scholarship Award:

*Demetra Kafkas	\$16,000.00	[\$ 4,000.00 per yr.]
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Simmons College Dean's Scholarship:

*Wei Wong	\$40,000.00	[\$10,000.00 per yr.]
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Sons' of Italy Scholarship:

*Christopher LaVita	\$ 1,000.00	
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Southern New Hampshire University Scholarship Awards:

*Lauren Bagley (Leadership)	\$ 3,000.00	
*Rachel Bliss (Academic)	\$20,000.00	[\$ 5,000.00 per yr.]
*Amanda Sutherby (Academic)	\$24,000.00	[\$ 6,000.00 per yr.]
*Amanda Sutherby (Alumni)	\$ 2,000.00	[\$ 1,000.00 per yr.]

Stonehill College Presidential Scholarship Award:

*Anna Kaiser	\$ 6,500.00	
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Suffolk University Scholarship Awards:

*Kara Buckley (Dean's Merit)	\$24,000.00	[\$ 6,000.00 per yr.]
*Nicole Hynes (Dean's)	\$16,000.00	[\$ 4,000.00 per yr.]
*Nicole Hynes (Archer Fellows)	\$ 2,000.00	[\$ 500.00 per yr.]
*Michelle Salvato (Dean's)	\$20,000.00	[\$ 5,000.00 per yr.]

Syracuse University Chancellor's Scholarship Award:

*Andrew Restuccia	\$32,000.00	[\$ 8,000.00 per yr.]
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University of Massachusetts - Dartmouth - Scholarship Award:

*Brian Hamilton (Commonwealth)	\$48,000.00	[\$12,000.00 per yr. est.]
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University of Massachusetts - Lowell - Scholarship Award:

*Jessica Millward (UML Grant)	\$ 3,200.00	[\$ 800.00 per yr.]
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University of New Hampshire Presidential Scholarship Award:

*Joseph Melloni	\$36,000.00	[\$ 9,000.00 per yr.]
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University of Southern Maine Academic Scholarship Award:

*Charlene Aalerud	\$21,200.00	[\$ 5,300.00 per yr.]
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Worcester Polytechnic Institute Scholarship Award:

*Russell Morin (Math Meet)	\$ 1,000.00	
*Russell Morin (Presidential)	\$68,000.00	[\$17,000.00 per yr.]

** Counselors Have Been Notified of Student Acceptance of Scholarship from Donor*

SCHOOL ORGANIZATIONS DONORS:**Dewing: The Loella F. Dewing School P.A.C. Scholarship Awards:**

Joshua Corriveau	\$ 500.00
Courtney O'Brien	\$ 500.00

Heath Brook: The Heath Brook School P.A.C. Scholarship Award:

Andrew Restuccia	\$ 500.00
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Heath Brook: PAC Scholarship Award in Memory of Angela Munro:

Jeffrey Ellwell	\$ 500.00
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Middle School: The J.W.Wynn Middle School P.A.C. Scholarship Awards:

Charlene Aalerud	\$ 500.00
Maria Hamm	\$ 500.00
Candice Lorette	\$ 500.00
Joseph Melloni	\$ 500.00

Middle School: The J.W.Wynn Middle School Student Council Scholarship Awards:

Janelle Alabiso	\$ 500.00
Ashley Bibo	\$ 500.00
Jonathan Papp	\$ 500.00
Ashley Wallace	\$ 500.00

North Street: The North Street School P.A.C. Scholarship Awards:

Lauren Bagley	\$ 250.00
Brian Lowe	\$ 250.00

Ruth Sutton Food Service Scholarship Awards:

Lauren Casey	\$ 200.00
Michelle Frazier	\$ 200.00
Ashley Rose	\$ 200.00

TMHS: TMHS Cafeteria Anna Dobbins Memorial Scholarship Awards:

Nicole Hynes	\$ 100.00
Courtney Jones	\$ 100.00
Amanda Petkiewich	\$ 100.00

TMHS: TMHS DECA Scholarship Awards:

William Fabiano	\$ 250.00
Alexandra Grassia	\$ 250.00

TMHS: TMHS P.A.C. Scholarship Awards:

Lauren Casey	\$ 750.00
Kevin Choy	\$ 750.00
Jonathan Papp	\$ 750.00
Marielle Robinson	\$ 750.00
Amanda Petkiewich	\$ 750.00

TMHS: TMHS P.A.C. Anthony J. Romano Honorary Scholarship Award:

Jason Donohue	\$ 750.00
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TMHS: The TMHS Music Association Loyalty Scholarship Awards:

Jillian Cooney	\$ 500.00
Sarah MacDonald	\$ 500.00
Brad Petrishen	\$ 500.00
Cynthia Walsh	\$ 500.00

TMHS: The TMHS National Honor Society Scholarship Awards:

Eric Belmonte	Russell Morin
Nicole Belmonte	Brad Petrishen
Sarah Concannon	Kaitlin Petros
Rita Contardo	Andrew Restuccia
Courtney Jones	Michelle Salvato
Anna Kaiser	Ashley Wallace
Jason Knight	Alyssa Walls
Jennie Mayer	Wei Wong

TOTAL: \$ 2,200.00

TMHS: The TMHS Student Council Scholarship Awards:

Fallon Hiort	\$ 550.00
Michele McLaughlin	\$ 550.00
Michael Vacirca	\$ 775.00

The Tewksbury Teachers Association Scholarship Awards:

Anna Kaiser	\$ 500.00
Jennifer Clark	\$ 500.00

Trahan School: Louise Davy Trahan School P.A.C. Scholarship Award:

Eric Belmonte	\$ 500.00
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SPORTS ORGANIZATIONS DONORS:**TMHS Field Hockey Boosters Scholarship Awards:**

Nicole Belmonte	Kaitlin Petros
Ashley Bibb	Ashley Rose
Anna Kaiser	Shannon Sullivan
Courtney O'Brien	

TOTAL: \$1,550.00

The Dennis McGadden Track and Cross Country Scholarship Awards:

Charlene Aalerud	Anna Kaiser
Lauren Bagley	Michael Kukler
Eric Belmonte	Adrienne Lefebvre
Nicole Belmonte	Stephanie Malley
Ashley Bibb	Meghan Mootrey
Kevin Choy	Michael Mosher
Jennifer Clark	Courtney O'Brien
Joshua Corriveau	Kristina Reinold
Richard Cruz	Andrew Restuccia
Linda Endicott	James Reynolds
Jonathan Flanagan	Alyssa Walls
Kristy Holmes	Michelle White
Daniel Igo	

TOTAL: \$10,700.00

Tewksbury Boy's Youth Basketball:*** James G. Mendonca, Jr. Memorial Scholarship Award:**

Jeffrey Elwell	\$ 500.00
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Tewksbury Boy's Youth Basketball Scholarship Awards:

Daniel Igo	\$ 500.00
Gerald Ianetta	\$ 250.00
Brian Lowe	\$ 250.00
Alex Marcin	\$ 250.00
Andrew Restuccia	\$ 250.00

Tewksbury Girls Basketball League Scholarship Awards:

Nicole Belmonte	Kaitlin Petros
Sherri Carew	Allison Smolinsky
Maria Hamm	Andrea Smolinsky
Courtney O'Brien	Sara Wyatt

TOTAL: \$ 2,000.00

Tewksbury Girls Softball League Scholarship Awards:

Michelle Frazier	\$ 700.00
Maria Hamm	\$ 700.00
Allison Smolinsky	\$ 700.00
Andrea Smolinsky	\$ 700.00

Tewksbury Lady Redmen Basketball Booster Club Scholarship Awards:

Lindsey Cullity	\$ 200.00
Courtney O'Brien	\$ 200.00
Alyssa Walls	\$ 200.00
Michelle White	\$ 200.00

Tewksbury Redmen Baseball Boosters Scholarship Awards:

Bryan Donoghue	\$ 100.00
Jason Donohue	\$ 100.00
Brian Lowe	\$ 100.00
Geoffrey Luciano	\$ 100.00
Daniel Wandell	\$ 100.00

Tewksbury Redmen Basketball Booster Club Scholarship Awards:

Jason Donohue	\$ 500.00
Michael Earley	\$ 500.00
Brian Lowe	\$ 500.00
Michael Mosher	\$ 500.00

James Sullivan, Sr. Basketball Coaches Scholarship Award:

Jason Donohue	\$ 250.00
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Tewksbury Redmen Football Club Scholarship Awards:

*** The Coach Bob Aylward Redmen Football Scholarship Award:**

Michael Bourgeois	\$1,000.00
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*** The James E. Brooks Memorial Redmen Football Scholarship Awards:**

Anthony Corsino	\$1,000.00
Joseph Davidian	\$1,000.00
Bryan Donoghue	\$1,000.00

*** Redmen Football Club Memorial Scholarship Award:**

William Fabiano	\$1,000.00
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Tewksbury Redmen Basketball Cheerleaders Scholarship Awards:

Nicole Haffey	\$ 200.00
Nicole Hynes	\$ 200.00
Samantha Morin	\$ 200.00
Laura Sadowski	\$ 200.00

Tewksbury Redmen Football Cheerleaders Scholarship Awards:

Nicholas Manna	\$ 200.00
Kristen McPhail	\$ 200.00
Erin Mooney	\$ 200.00
Samantha Morin	\$ 200.00
Laura Sadowski	\$ 200.00

Tewksbury Redmen Hockey Club:

*** George "Timmy" Ernest Memorial Scholarship Awards:**

Jonathan Berkeley	\$ 500.00
David Duffy	\$ 500.00
Ryan Dunlevy	\$ 500.00
William Fabiano	\$ 500.00
Christopher Leonard	\$ 500.00
Brian Little	\$ 500.00
Geoffrey Luciano	\$ 500.00
William Mulvanity	\$ 500.00

Redmen Hockey Booster Club Scholarship Awards:

Jonathan Berkeley	\$ 300.00
David Duffy	\$ 300.00
Ryan Dunlevy	\$ 300.00
William Fabiano	\$ 300.00
Christopher Leonard	\$ 300.00
Brian Little	\$ 300.00
Geoffrey Luciano	\$ 300.00
William Mulvanity	\$ 300.00

Tewksbury Youth Football/Cheerleader Most Deserving Student Scholarship Awards:

Anthony Corsino	\$ 250.00
Bryan Donoghue	\$ 250.00
Nicole Haffey	\$ 250.00
Nicole Hynes	\$ 250.00
Gerald Ianetta	\$ 250.00
Michael Kukler	\$ 250.00
Erin Mooney	\$ 250.00
Stephanie Power	\$ 250.00
Ashley Rose	\$ 250.00

Tewksbury Youth Football Memorial Scholarship Awards:

William Fabiano	\$ 500.00
Brian Hamilton	\$ 500.00

Tewksbury Youth Skating Association: Fred Carpenito Memorial Scholarship Awards:

William Fabiano	\$1,000.00
Geoffrey Luciano	\$1,000.00
William Mulvanity	\$1,000.00

Tewksbury Youth Skating Association Scholarship Awards:

Eric Belmonte	\$ 200.00
Jonathan Berkeley	\$ 200.00
David Duffy	\$ 200.00
Ryan Dunlevy	\$ 200.00
Christopher Kapust	\$ 200.00
Christopher Leonard	\$ 200.00
Brian Little	\$ 200.00

Tewksbury Youth Soccer League Scholarship Awards:

Jason Knight	\$ 600.00
Courtney O'Brien	\$ 400.00
Peter Ricci	\$ 200.00
Alyssa Walls	\$ 400.00

TOTAL:	\$1,424,339.00
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Scholarship & Education Fund Committees

Keith Rauseo, Chairman
Gail Tressler, Clerk
Alfred Donovan
John Wynn
Dr. Christine McGrath

The Tewksbury Scholarship and Education Funds came into being when the October 2003 Special Town Meeting voted to accept Mass. General Law Chapter 60, Section 3C. In early 2004, the Selectmen created the Scholarship and Education Fund Committees, which determine the criteria and distribution of awards from the funds. School Superintendent Dr. Christine McGrath is a member of the Committees per state law, and the Selectmen have appointed the other members.

The members met several times over the course of 2004. In May 2004, donation forms were included in property owners' tax bills. At the end of 2004, the balances in the funds were:

Scholarship Fund: \$583.55
Education Fund: \$316.71

Thank you to all the donors!

The Scholarship Fund Committee will make its first awards at the end of the 2004-2005 school year. There will be two \$250 scholarships. In early 2005, the Committee will make scholarship applications available on-line and at various locations throughout town. Any resident attending an accredited institution beyond the high school level is eligible to apply. The Committee is excited about making these inaugural awards.

The Committee members would like to acknowledge and extend their gratitude to Finance Director Donna Walsh, Treasurer Janet Smith, and Collector Dorothy Lightfoot, who were of great help in creating the funds, designing the donation form, and processing the donations. We would also like to thank Melanie Sitar, an original appointee to the Committees who resigned later in the year, for her contribution to the overall direction of the Committees.

Finally, the Committee members are hopeful that our residents and business owners will continue to donate to the funds so we will be able to help our students with scholarships and help our educational system with program grants. Look for those donation forms in the May 2005 tax bills!

Respectfully submitted,
Keith Rauseo, Chairman

School Department General Information

REGISTRATION FOR SCHOOL IN SEPTEMBER 2004

Kindergarten: A Child must be five years old as of August 31st of the year entering Kindergarten.

First Grade: A child must be six years old as of August 31st of the year entering the First Grade.

NO SCHOOL ANNOUNCEMENTS

School will be closed only in the case of severe inclement weather. The schedule of no school signals in effect for this school year follows:

A series of three sets of two blasts (2-2-2) on the horns at the State Hospital and the following times for groups indicated.

6:45 A.M. – No School At All Schools

7:45 A.M. – No School At All Elementary Schools Only (K-4)

Announcements relative to closing schools for inclement weather will be carried by radio stations WCAP, WCCM, and WBZ.

When it is in the interest of students' safety to delay the opening of school due to weather conditions, the Superintendent will notify the public by the same procedure as "no school" announcement.

Enrollment by Schools

Tewksbury Public Schools

SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	Totals
ELLA FLEMING	118															118
NORTH STREET		83	79	77	81	71									14	405
TRAHAN	5	56	72	69	61	66									13	342
DEWING		134	135	139	122	132									35	697
HEATH BROOK		77	86	85	90	88									50	476
RYAN							414	423								837
WYNN MIDDLE									400	413						813
MEMORIAL HIGH											346	299	270	250		1,165
TOTALS	123	350	372	370	354	357	414	423	400	413	346	299	270	250	112	4,853
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	

Staff List

TEWKSBURY PUBLIC SCHOOLS 2004 – 2005 ROSTER

SCHOOL COMMITTEE

Scott Consaul, Esq.	2006
Ruth M. Perrin	2006
Joe Russell	2005
Dennis J. Peterson	2007
Keith E. Rauseo	2007

ADMINISTRATION

Christine L. McGrath, Ph.D. - Superintendent of Schools

Loreen R. Bradley - Assistant Supt. Curriculum & Instruction

Mr. John F. Quinn - Business Manager

Dr. Michele DeAngelis - Director of Student Services

Cheryl Porcaro - Systemwide Team Chairperson

Thomas Lovett - Data Processing Coordinator

Joan Dey - Director of Food Services

Cynthia Basteri - Director of Extended & Community Education Services

MEMORIAL HIGH SCHOOL
Dr. Gerald Ferris, Principal
Robert Aylward, Assistant Principal
Patricia Lally, Assistant Principal

DEPARTMENT HEAD, HUMANITIES – *Ginamarie Talford*

<p><u>ENGLISH</u></p> <p>Jennifer Brooks John Byrnes Sally B. Doocey Bryan Desjardin Cynthia Georgian Carolyn Kibbe – (Part time English/High School, Part time Hearing Impaired) Elsa Marsh Catherine Stack Ginamarie Talford John Weir, III</p>	<p><u>SOCIAL STUDIES</u></p> <p>Brian Aylward Donna Boudreau-Hill Robert Doolan Thomas F. Fay, III Sharon Milenavich Peter Molloy William Piscione Dustine Puma Thomas Ryan Thomas Shanley Nadine Sutliff</p>
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**DEPT. HEAD, MATHEMATICS AND TECHNOLOGY –
*Eileen Osborne***

**DEPT. HEAD, SCIENCE –
*Stanley White***

<p><u>MATHEMATICS</u></p> <p>Robert Brigida Thomas Carpenito Ethel Chace Nicola Facendola Annina Faraci Debra Glass MaryBeth McGinn Maureen McNamara Eileen Osborne Anne L. Rand Gerald Rideout, II Mary Jo Rosmarinofski Jason Stamp</p>	<p><u>COMPUTER SCIENCE</u></p> <p>Sandra Bettencourt Frances DeLucia Susan Sullivan</p>	<p><u>SCIENCE</u></p> <p>Allyson Bachta Edward Cremins Susan Dunn Barnett Janet Gordon John Morgan Patricia Pishock James Pringle Elaine Senechal Stanley White Rhonda Yeats</p>
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DEPARTMENT HEAD, FINE ARTS -

<p><u>WORLD LANGUAGES</u></p> <p>Henrietta Araujo Michael Jane Buss Paul Early Leo Frechette (Consultant, Foreign Exchange Program) Tatiana P. Garcia Claire Piscione Jennifer Spaulding Tara Ann Sujko</p>	<p><u>ART</u></p> <p>Daniel Rogacki Agnieszka Sosnowska</p>	<p><u>MUSIC</u></p> <p>Hilary Anderson (Shared with Ryan/Middle Schools)</p>
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DEPARTMENT HEAD, APPLIED ARTS – LAWRENCE BASTERI

BUSINESS/MARKETING

Dale Black
James Sullivan, Jr.

**FAMILY AND CONSUMER
SCIENCE**

Nicole Smallidge

TECHNOLOGY EDUCATION

Lawrence Basteri
Joseph Frank

DEPARTMENT HEAD GUIDANCE – ELISABETH GAFFNEY

GUIDANCE

Elisabeth Gaffney
Linda Hair-Sullivan
Brian Hickey
Karen Baker O'Brien

PHYSICAL EDUCATION

Steven Levine
Patricia Ryser

HEALTH

Karen Ferreira
Denise Saindon

LIBRARIAN

Gertrude Carey

IN HOUSE SUSPENSION

Joseph DelGrosso

SECURITY MONITOR

Kenneth Ryan

MEDIA

Joseph Dermody

JOHN W. WYNN MIDDLE SCHOOL
James McGuire, Principal
John Donoghue, Assistant Principal

<p><u>TEAM 7A – Joanna Krainski, T.L.</u></p> <p><u>ENGLISH</u></p> <p>Nancy Laws</p> <p><u>SOCIAL STUDIES</u></p> <p>Warren Yaeger*</p> <p><u>MATH</u></p> <p>Joanna Krainski*</p> <p><u>SCIENCE</u></p> <p>Mary Gignac</p>	<p><u>TEAM 7B - Cathleen Bilodeau, T.L</u></p> <p><u>ENGLISH</u></p> <p>Sarah Redman</p> <p><u>SOCIAL STUDIES</u></p> <p>Dorothy Graaskamp</p> <p><u>MATH</u></p> <p>Cathleen Bilodeau</p> <p><u>SCIENCE</u></p> <p>Kathleen Connell</p>
<p><u>TEAM 7C – Stephanie Pagiavlas, T.L.</u></p> <p><u>ENGLISH</u></p> <p>Kimberly Johnston</p> <p><u>SOCIAL STUDIES</u></p> <p>Stephen Prodanas</p> <p><u>MATH</u></p> <p>Geraldine Cummings</p> <p><u>SCIENCE</u></p> <p>Glen Osterman</p>	<p><u>TEAM 7D – Frances Rouff, T.L.</u></p> <p><u>ENGLISH/ SOCIAL STUDIES</u></p> <p>Roseann Kolack</p> <p><u>MATH/ SCIENCE</u></p> <p>Francesca Rouff</p>
<p><u>TEAM 8A –Carol Navetta, T.L.</u></p> <p><u>ENGLISH</u></p> <p>Emily Garr</p> <p><u>SOCIAL STUDIES</u></p> <p>Patricia Krol</p> <p><u>MATH</u></p> <p>Joanne Hession</p> <p><u>SCIENCE</u></p> <p>Carol Navetta</p>	<p><u>TEAM 8B –Kristina Rogers, T.L.</u></p> <p><u>ENGLISH</u></p> <p>John Bresnahan*</p> <p><u>SOCIAL STUDIES</u></p> <p>Christopher Gagnon</p> <p><u>MATH</u></p> <p>Sandra Barnett</p> <p><u>SCIENCE</u></p> <p>Kristina Rogers</p>

TEAM 8C – Kimberly Bresnahan, T.L.

ENGLISH

Elaine Speros

SOCIAL STUDIES

Katherine E. Taylor

MATH

Vikki Ireland

SCIENCE

Kimberly Bresnahan*

TEAM 8D – Rosamond Malatesta, T.L.

ENGLISH

Brian Gouthro

SOCIAL STUDIES

Cheryl Witham

MATH

Rosamond Malatesta

SCIENCE

Cynthia Abate-Upson

ART

Gail Hamilton

MUSIC

Catherine Walker Dunne

INSTRUMENTAL MUSIC

Hilary Anderson (Shared with High School / Ryan School)

HEALTH

Robert McGrath

Maura Dearing

Erin McSheehy (Shared with Ryan)

WORLD LANGUAGES

FRENCH

Julie Fowler

Florence Souza*

SPED – Thomas Walsh, T.L. *

Shared with Ryan School (one half)

INDUSTRIAL TECHNOLOGY

John Jarek

EXPLORATORY

Team Leader – Susan Scofield

COMPUTERS/PHYSICAL EDUCATION

COMPUTERS

Bonita Hansberry*

Richard Zbieg

PHYSICAL EDUCATION

Thomas Morrill

Susan Scofield

Erin McSheehy (Shared with Ryan)

WRITING

Pam Koskey

LIBRARIAN

Maureen Kelley

GUIDANCE

Kelly McFadden

Adam Colantuoni

JOHN F. RYAN ELEMENTARY SCHOOL

Kevin McArdle, Principal

Karla Conway, Assistant Principal

TEAM 6A – Agnes Sacramone, T.L.

ENGLISH

Judi Foley

SOCIAL STUDIES

William Kirwin

MATH

William Buckley

SCIENCE

Agnes Sacramone

TEAM 6B - Thomas Conlon, T.L.

ENGLISH

Eileen Gardner

SOCIAL STUDIES

Thomas Conlon

MATH

Virginia Kirwin

SCIENCE

Robin Reading

TEAM 6C – Brenda Regan, T.L.

ENGLISH

Pamela McDade

SOCIAL STUDIES

Edward Manzi

MATH

Brenda Regan

SCIENCE

Sara Dragosits

TEAM 6D – Barbara Gillette-Manna, T.L.

ENGLISH

Marjorie Jean Chan

SOCIAL STUDIES

Sharon J. Moser

MATH

Barbara Gillette-Manna

SCIENCE

Robert Shirkoff

TEAM 5A

ENGLISH/SOCIAL STUDIES

Nicole Rauseo

MATH/SCIENCE

Gretchen Hummrich

TEAM 5B

ENGLISH/SOCIAL STUDIES

Jayne Farnham

MATH/ SCIENCE

Pamela Shirkoff

TEAM 5C

ENGLISH/SOCIAL STUDIES

Joanne O'Brien

MATH/ SCIENCE

Christine Cremin

TEAM 5D

ENGLISH/SOCIAL STUDIES

Mary Jo Gould

MATH/SCIENCE

Patricia McDonnell

<u>TEAM 5E</u> <u>ENGLISH/SOCIAL STUDIES</u> Kristin Dillon <u>MATH/ SCIENCE</u> Robert Rogers	<u>TEAM 5F</u> <u>MATH/SCIENCE</u> Kim Hillson <u>ENGLISH/SOCIAL STUDIES</u> Scott Winters
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<u>TEAM 5G</u> <u>ENGLISH/SOCIAL STUDIES</u> Andrée Johnson <u>MATH/ SCIENCE</u> Susan Hogan	<u>TEAM 5H</u> <u>ENGLISH/SOCIAL STUDIES</u> Gus Jardin <u>MATH/ SCIENCE</u> Jennifer Mrozowski
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<u>ART</u> Diane Slezak <u>MUSIC</u> Marguerite Weidknecht <u>INSTRUMENTAL MUSIC</u> Hilary Anderson (Shared with High/Middle Schools) <u>HEALTH</u> Kristi Flagg Erin McSheehy (Shared with Wynn) <u>COMPUTERS</u> Barbara Jagla Jamie Foss	<u>PHYSICAL EDUCATION</u> Ronald Drouin James Manley Erin McSheehy (Shared with Wynn) <u>WORLD LANGUAGES</u> Susan Gagnon <u>READING</u> David Mullen Kimberly Stone Lisa Zullo <u>LIBRARIAN</u> Mary Eldringhoff
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SPED - *Thomas Walsh, T.L.* * (One Half – Shared with Middle School)

HEATH BROOK SCHOOL
Pauline King, Principal
Carole Gallo, Head Teacher

<u>Kindergarten</u> Linda Austin Kathleen Ford <u>Grade 1</u> Susan LaMotte Helen Matysczak Joanne Morrissey Jennifer Reardon <u>Grade 2</u> Donna Bowden Joan Ciambella Diane Davos Brenda McWilliams	<u>Grade 3</u> Mary (Molly) Crowley Lori Hyland Jaime Lane Sheila Sadler <u>Grade 4</u> Christine Hassan Marcia Kalarites Mary Loosen Jennifer Siopes
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LOELLA F. DEWING SCHOOL
Cathy Ronan, Principal
Donna LeCam, Head Teacher
Elizabeth Robinson Head Teacher

<u>Kindergarten</u> Jennifer Marcella Maureen McSheehy Kristi Rodgers <u>Grade 1</u> Lisa Cournoyer Shelley DeGrechie Patricia Fabrizio Maryellen Hirtle Claire Reed Patricia Stratis <u>Grade 2</u> Maureen Kane Jane Kelley Kathleen MacLeod Shannon Miranda Carole Sullivan Barbara Vitallo	<u>Grade 3</u> Nancy Boyle Michelle McGrath Danielle Preston Mary Ann Primerano Loren Vella <u>Grade 4</u> Lynn Francisco Marsh Lisa Parker Jeanne Pincher Kelly M. Scialdone Kimberly Siepka
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LOUISE DAVY TRAHAN SCHOOL

George Paul, Principal

Ann O'Hara, Head Teacher

<u>Kindergarten</u> Allison Cameron (Share with North Street) Kathleen Mootrey <u>Grade 1</u> Maureen Jackman Ann O'Hara Betty Themeles <u>Grade 2</u> Catherine Brimer Judith Middleton Donna Mooney	<u>Grade 3</u> Trudi Hennemuth Karen Ware Elizabeth Zambella <u>Grade 4</u> Shannon Demos Patricia Dias Catherine Gagne
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NORTH STREET SCHOOL

Kristan Rodriguez, Principal

Marjorie Conlon, Head Teacher

<u>Kindergarten</u> Allison Cameron (Share with Trahan) Dolores Harrison <u>Grade 1</u> Teresa Enos Ann Whynot Catherine Ventura <u>Grade 2</u> Deborah Brewin Elizabeth Krzesinski Denise Morandi Susan Mulno	<u>Grade 3</u> Mary Lou Adams Judith Allard Marjorie Conlon Theresa Follett <u>Grade 4</u> Karen Cintolo Kim Gagnon Michelle Gaudet Sierpina
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ELEMENTARY SPECIALISTS**Elementary Librarian**

Lynette Allen

Reading Specialists

Gloria Graves – Trahan School

Nancy Kalajian – North Street School

Susan Lachance - Heath Brook School

Elizabeth Robinson – Dewing School

Nancy H. Ferguson

Elementary Art

Kristen Kosiba – Dewing/North Street Schools

Linda Malone – Heath Brook/Trahan Schools

Elementary Music

Marie Maranville – Dewing/North Street Schools

Andrea O'Donnell - Trahan/Heath Brook School

Elementary Physical Education

Jodi Higgins - Dewing/North Street School

David Marcus - Heath Brook/Trahan Schools

Health Educator

Mary Laffey

Behavior Management Facilitator

Robert Ware

Attendance Officer

George Hazel

Gifted and Talented

Rosamond Dorrance

K-4 Technology Curriculum Specialist

Kathy Santilli

MCAS SUPPORT

Eileen Lindsey (Shared with Ryan/Middle Schools)

SPECIAL EDUCATION DEPARTMENT

School Adjustment Counselors and School Psychologists

- North Street/Dewing Schools

Melissa Gilgun – Middle School
Alexandra Comer – Ryan School
Linda Hamilton - Trahan/High Schools
Colleen Leary – Dewing School
Mariellen Nastasi – Heath Brook School

Speech Therapists

Kristen R. DiAntonio – North Street/Trahan
Jan Fuller – Integrated Preschool
Jodi Gere – Ryan/MS/HS
Heather Hanson – Dewing School
Amanda Maloney – Dewing/MS/HS
Stefani Waitte – Heath Brook

Early Childhood Specialist

Donna Greene – Integrated Preschool
Patricia Keddle – Integrated Preschool
Lisa Marcheterre - Integrated Preschool

P.D.D.

Audria Johnson – Trahan School
Patricia Martel – Trahan School

Physical Therapist

Jennifer Merrill – Systemwide

Occupational Therapist

Gail Bliss – Systemwide
Pamela Pinard - COTA

English as a Second Language Tutor

Mary DiCiaccio - Systemwide

Early Childhood Facilitator

Mary Ann Storms

Behavior Specialist

Anissa S. Zotos – Trahan School

Moderate Special Needs Specialists

Mary Beth Aiello - Heath Brook School
Kathleen Anderson – Ryan School
Karen Bancroft – Heath Brook School
Donna Blakeslee – High School
Antonette Byrnes – Middle School
Richard Camire, Life Skills, Middle School
Emily Cotter – Dewing School
Nancy Farrey-Forsyth – Middle School
Patrick Galligan - High School Case Mgr./TL
Carole Ann Gallo – Heath Brook School
Kevin Gibson – Ryan School
Jane Goggin – Trahan School
Richard Goudreau – North Street School
Donna Graham – Middle School
Robyn Hakala – Dewing School
Sarah Hogan – Ryan School
Lisa Hughes – North Street School
Kim Hynes – Ryan School
Sandra Keefe – Ryan School
Mary Kennedy – High School
Carolyn Kibbe – High School, Hearing Imp/PT
High School English
Kimberly LaFland – Heath Brook Kindergarten
Renee Langlais – Heath Brook School
Donna LeCam – Dewing School
Joan Lynch – North Street School
Kathleen A. Maloney – Ryan School
Patrick McAndrews – High School
Anne McGregor Fay – High School
Kara Buckley Murray – Middle School
Courtney Newberg – Dewing School
Stephanie Pagiavlas – Middle School
Diane Pellegrini – Ryan School
Janet Reyes – Trahan School
Elaine Riley – High School
Jennifer Taylor – Heath Brook School
Cindy Times – Middle School
Thomas Walsh - Middle/Ryan School Case Mgr.

EDUCATIONAL SUPPORT STAFF

<p><u>Certified Aides</u></p> <p>Kristine E. Benning – Ryan School Lauren N. Bibo – Ryan School JoAnn Brace – North Street Elaine Ciccolella - Center School Paula Curtin – North Street School Mary Ann Deshler – Special Needs – Middle Joanne Elwell – Spec Needs, Heath Brook School Marcia Freeman – Special Needs, Heath Brook Kristin Hurd – Ryan School Pamela Lussier – Center School Anne McGregor- Special Needs, High School Sheri Mulloy – Spec Needs - Heath Brook School Lois Murphy – Spec Needs – H.B. Inclusion John O'Brien – Special Needs – High School Joseph O'Brien – Middle School Teresa Oberg – Dewing School Ted Skinner – Spec Needs - High School Maria Skoropowski - Spec Needs - High School Richard Sullivan – High School Mary Beth Tierney – Dewing School Melanie Tirabassi – Learning Center - H. S. Dennis Winn – High School Sarah Yore – Life Skills – Middle School</p> <p><u>Transportation & Facilities</u></p> <p>David Libby – Center School</p>	<p><u>Non-Certified Aides</u></p> <p>Linda Alukonis – Kind. PT/North Street School Kathleen Casey – High School Janet Davis – Kind. Aide – Heath Brook School Donna DePierro – Life Skills – Trahan School Laurie Doherty – Kind. PT./Dewing School Gale Durkin - A.V. Aide - High School Judith Fitzgerald – Kind. Aide – Trahan School Patricia Gale – Kind. Aide – North Street School Sally Gariepy – PDD Aide - Trahan School Christine Hirsh – Special Needs – Middle School Sheri Kirby – PDD Aide – Trahan School Mary Lazzara – Kind. Aide - Heath Brook Denise Martucci – Kind. Aide – Dewing School Beth Ann McDermott – Dewing School Mary Morris - A.V. Aide - Middle School Kathleen Penney – Spec. Needs - Heath Brook Alison Shikles – Spec Needs - Dewing School Debbie Wells – Spec. Needs - Ryan School Patricia Welch – Spec. Needs - Ryan School</p> <p><u>Network Manager</u></p> <p>Keith Young – Center School</p> <p><u>Technology Service Technician</u></p> <p>Kevin Carey – Center School</p>
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<p><u>School Nurses</u></p> <p>Judith Hopkins Linda House Monica McBrine Sandra Miller – Assoc. Nurse Carol Moriarty Marcia Osterman Beverly Robinson Elaine Walsh</p> <p><u>Library Aides</u></p> <p>Gayle Bowers Christine Cote Ann Donnelly Judith Dziadosz Patricia Fothergill Barbara Keefe Dixie LeBlanc Evelyn McCabe Ellen-Dale Robichaud Kathleen Starling Mary Tozowski Laurie Woods</p> <p><u>Elementary Computer Tech Aides</u></p> <p>Cheryl Silvia Denise Trevor</p>	<p><u>School Secretaries</u></p> <p>Jean Aylward Jeanne Blackstone Rose Cochran Judith Colman Paula Coppola Maria Doherty Anne Duncan June Fowler Joanne Kearns Patricia Kearns* Louise Kelley Janice LaRocque Mary Maguire Eileen Mahoney Lisa Marget* Annmarie McCormick Donna McKenna Kelly Mercier Patricia Meuse Patricia Napoli Nancy O'Hare Diane Paglia Sarah Robson Barbara Sullivan, School Committee Secretary* Deborah Sullivan Nancy Torname Sharon Zaremba</p>
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*Part time

Food Service Workers

Robin Adams
Maureen Bedard
Elaine Bennett
Eileen Callanan
Linda Carter
Linda Castiglione
Lesley Craft
Barbara Curtin
Allison DeFelice
Carolyn DeSisto
Lynn DeVoe
Gladys DiBisceglia
Robin Foran
Anna Gaudet
Jane Grant
Denise Guiliani
Diane Hendrigan
Rosemary Indelicato
Kim Kane
Joyce Kling
Carol Lennon
Christine Lopolito
Marie Murphy
Mary Beth Morello
Deborah Mugford
Yvette Payne
Fabrianna Peters
Grace Petkiewich
Patricia Reale
Tammy Rich
Kimberly Sheehan
Kathy Sholl
Barbara Stevens
Laura Sullivan
Holly Tellier
Roberta Waldrip
Jane Wilson
Janice Woodman

Maintenance and Custodial Workers

James Sharkey, Maintenance Foreman
Joseph Burke – Heath Brook School
Michael Carey - Heath Brook School
William Catherwood – Middle School
Charles Coughlin – Ryan School
Henry Dewing – Middle School
Benjamin Dobbin – High School
Travis Dobbin – Ryan School
Lynne Dykeman – High School
Richard Fallon – Ryan School
Thomas Gilbride – Maintenance
David Harrington – High School
Ronald Heald – Middle School
Richard Lefebvre -
Bruce MacDonald – High School
Jon Marchand – Maintenance
Daniel Martin – Middle School
Joseph McCann – North Street School
Robert McCarthy – Dewing School
Kevin Morrissey – Dewing School
Terrance Neal – Middle School
Richard Newton - High School
Roy Osterberg – Middle School
Donald Page – Heath Brook School
Ronald Page – North Street School
Roland Patterson – High School
Carlos Rebelos – Ryan School
Sandra Ryan – Dewing School
Joseph Rice – Trahan School
James Shimkus – High School
Richard Stronach – Dewing School
Phillip Stone – Maintenance
Shawn Sughrue – Maintenance
Barry J. Sullivan – Ryan School
Barry T. Sullivan. – Ryan School
Nancy Teas – Center School
Peter Thuillier – Trahan School

Matron

Shawsheen Valley Regional Vocational / Technical High School District

The Shawsheen Valley Regional Vocational Technical School District is pleased to submit its 2004 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 35th anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The elected representatives of the 10-member Regional School Committee that governs the District are: Mark Trifiro and Donald Drouin from Bedford; Kenneth L. Buffum, Chairman, and Bernard F. Hoar, Secretary, from Billerica; Paul V. Gedick and Alfred Verrier from Burlington; J. Peter Downing and Patricia W. Meuse, Treasurer, from Tewksbury; and James M. Gillis, Vice Chairman, and Robert G. Peterson, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand two hundred and twenty-eight (1,228) high-school students were enrolled in SVTHS's day school programs in October of 2004 and more than 600 adults participated in the school's various adult and continuing education courses.

The high school graduating Class of 2003 numbered 241 seniors. By September of 2003, 92 percent of Shawsheen Tech graduates were either employed in their area of expertise or pursuing higher education. One percent entered the military forces; and seven percent were employed in other trade areas.

Academic Programs

MCAS Performance: The high quality of Shawsheen Valley Technical High School's academic programs continues to be validated by the school's outstanding performance on the state MCAS Tests. All 277 students in the Class of 2004 earned the State Competency Determination by passing the MCAS Test in both English Language Arts and mathematics.

In the Spring of 2004, the school's 298 sophomores performed significantly above the state average and ranked second among vocational technical schools. Eighty-eight percent (263) passed both parts of the MCAS Test. Ninety-one percent (272) of these tenth graders passed the mathematics MCAS on their initial attempt—significantly improving on all preceding local performances. At the same time, ninety-four percent (281) of these sophomores passed the English Language Arts component of the test, continuing the school's pre-eminent performance in this area. Special populations have seen especially impressive testing performance gains. Of the 107 tenth graders receiving special education services, 93 passed the MCAS Tests as sophomores.

Curriculum alignment with the Massachusetts *Frameworks* and professional development opportunities for teachers contributed significantly to improved academic performance in all of the academic disciplines. The school is currently preparing for MCAS field tests in science and social studies. Members of the science faculty serve on the MCAS Test Development Committee. More than 40 physics students have joined the American Physics Institute.

New Staff: In response to the recent retirement of three veteran teachers, the District hired two new mathematics instructors and one new social studies. Shawsheen is extremely pleased to announce the addition of Todd Karkane and Courtney Kelley to the mathematic faculty, and Michael Buckley to the social studies faculty.

Student Clubs and Activities

Oratory: Shawsheen students continue to impress in local speech contests. For the past three years, Shawsheen students have progressed to the Zone and District levels.

Newspaper and Literary Magazine: From writing to photography and layout, Shawsheen students have demonstrated considerable academic and vocational talents by producing regular editions of the school newspaper, *The Rampage*, as well as the Shawsheen Tech literary magazine, *Ramblings*.

Community Involvement: Working together, students from all four grade levels demonstrated their commitment to helping others. They organized "Operation Santa" and sent care packages to U.S. Troops serving in Iraq. The Student Council collected donations for both the Billerica Food Pantry and for the Lowell Sun Santa drive. Topping the list of charitable acts was the Holiday Party for children from area homeless shelters. Approximately 60 small children along with parents/guardians spent a fun-filled night at the school and took home happy hearts and armfuls of gifts.

School Spirit: School loyalty and spirit—along with individuals' enthusiasm and hard work—are the foundation for the many class and club activities at Shawsheen Tech that contribute to the school's positive atmosphere that permeates the facility and is palpable in the hallways, cafeteria, and library. The school buzzes with activity from 7:00 a.m. until well after the regular day. Students produce a daily news TV show and also participate in Billerica Access Television broadcasts. From Homecoming to the Spring

Show and the All Night Graduation Party, Shawsheen students, teachers, parents and support staff continually generate ideas and generously donate their time to enrich the high-school experience of SVTHS students.

Athletics

For the fourth time in eight years, the athletic program was honored as the recipient of the prestigious Walter Markham Award, presented annually by the *Boston Globe* in recognition of the most successful vocational-school athletic program in the Commonwealth of Massachusetts.

Over 365 students participated in interscholastic athletics, capturing Commonwealth Athletic Conference championships in football cheerleading, boys' basketball, basketball cheerleading, girls' soccer and wrestling. SVTHS state-tournament qualifiers included the boys' soccer, girls' soccer, boys' basketball, girls' basketball, ice hockey, baseball, softball, and lacrosse teams. The wrestling and softball teams won state vocational titles. The baseball and boys' basketball teams also qualified for the state vocational tournament.

In addition to these outstanding teams, SVTHS athletics developed exemplary individual athletes. Jennifer Elwell of Tewksbury was selected to the *Boston Globe* and *Boston Herald* All-Scholastic softball team for the third consecutive year. She also surpassed the 1,000-strikeout plateau, making her the only vocational athlete to achieve this distinguished milestone.

Building and Grounds

The Building and Grounds Department completed many projects during FY2004. In April, construction began on a new day-care center that services the children and grandchildren of Shawsheen faculty and staff. The project was completed in August and became operational at the beginning of the school year.

Many repairs and modifications to the building were made during the summer, especially during a planned two-week facility closure in August. Work crews—including a group of inmates from the Billerica House of Correction who painted the cafeteria and some hallway walls—maintained a rigorously coordinated schedule that resulted in the installation of 5000 square feet of hallway tile, the electrostatic painting of 500 lockers, and the rebuilding of the nursing lab—a project that required electrical, plumbing, wall, counter-top, and cabinet modifications. During the same time, workers replaced the floor in the Internet shop, fifteen heating and cooling units in the front of the building, and twenty door handles to accommodate handicap access. In addition, isolation valves were installed in the ceiling to facilitate the subsequent installation of eyewash and deluge shower stations in shops. Finally, the brown metal wrapping surrounding the exterior of the school was painted.

Community Services

Adult Evening School: The Adult Evening School continues to offer a wide variety of opportunities to adults interested in expanding their vocational and technical knowledge and skills. More than thirty courses are offered during both the fall and spring semesters. The enrollment in these courses has exceeded six hundred adult learners during the past year. Course offerings include a variety of traditional vocational programs such as welding, electrical, woodworking and collision repair as well as technical programs in Adobe Photoshop, web design, computer repair and computer applications. Residents interested in taking these and other types of practical courses are encouraged to call Mr. Raymond Callahan, Adult Education Coordinator, at (978) 671-3679 for information and/or a brochure.

School of Practical Nursing: During June commencement exercises, the School of Practical Nursing graduated its tenth class, comprising 34 Licensed Practical Nurses (LPN.) Since its inception in September of 1994, a total of 357 students have successfully graduated from this program and have gone on to rewarding careers as Licensed Practical Nurses. This intense ten-month program offers qualified adults a combination of evening coursework and clinical externship experiences that prepare aspiring healthcare professionals for the LPN exam. The significance and benefit of this valuable program to the community is magnified by the extreme shortages of qualified healthcare professionals that exist both locally and nationally. Residents interested in applying to the LPN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

Middle School Career Awareness: Over 400 middle-school students from District sixth, seventh, and eighth grades participated in after-school, career awareness activities during the winter of 2004. Students spent five hours exploring each of twelve different career paths—options aligned with the manufacturing, transportation, services, information technology and construction industries. Mr. Anthony Celata administers this program. He can be reached at (978) 671-3615 for registration information. The program is free of charge and is available to District middle-school students. Busing is provided by SVTHS.

Tech Prep: SVTHS is very proud of the articulation agreements that it has developed with nine local colleges. Through the nationally recognized Tech Prep program, these agreements provide qualified SVTHS students the opportunity to receive college credit for coursework completed prior to high-school graduation. Students receive post-secondary credit when they matriculate into a degree program at one of the nine institutions. These Tech Prep articulation agreements serve to further develop career paths for our graduates, maximize their interest in obtaining advanced degrees in their vocational-technical areas and assure that students are engaged in a post-secondary educational career path that is both relevant and rewarding. Ongoing negotiations with several

union and open-shop apprenticeship programs focus on articulated advanced-placement for qualified students who choose to enter apprentice programs upon graduation.

Summer School: SVTHS offered twenty-one courses to one hundred and forty-five students from surrounding towns and school systems during the summer of 2004. Courses were offered in English 8, 9, 10, 11, and 12; Mathematics 8, 9, 10; Algebra 1; Algebra 2; Geometry; U.S. History; World History (Civilization); World Cultures; Social Studies; Civics; Lab Physical Science; Lab Biology; Earth Science; and Physical Education. Many courses were team taught, requiring students to complete integrated research tasks in a state-of-the art PC lab. In addition, developmental and remedial instruction was offered by certified Consulting Teachers of Reading using traditional and technologically-assisted instruction. Individual and small-group pull-out tutoring was available for students whose Educational Plans stipulate these services. Individuals seeking summer-school information should contact Dr. Robert Kanellas, the Summer School Coordinator, at 978-671-3631.

Swim Programs: SVTHS offered several high-quality swim programs on a year-round basis during 2004 in its Olympic-sized swimming pool. Youth swim lessons, water aerobics, and family-swim programs were available on a regularly scheduled basis during the winter, spring, summer and fall seasons. In addition, the Shawsheen pool acts as the home site for interscholastic high-school swim teams from the Billerica, Bedford and Burlington public schools. During the summer months, local organizations and recreation departments from Wilmington, Tewksbury and Burlington schedule pool hours as part of their respective programs. Individuals seeking swim program information should contact Mr. Anthony Fiore, Aquatic Director, at 978-671-3699.

Computer Services

Student Information System: Using the iPASS student information system, the Computer Services staff completed the 2004 academic school year in compliance with all Department of Education and district reporting requirements. The local iPASS system was modified to report on the 52 data elements required by the Department of Education, which last year required only 35 elements. During the summer, all academic student scheduling as well as ninth grade exploratory scheduling was completed for the highest student enrollment in Shawsheen history. For the first time, the "welcome back to school" letter to parents was also generated by the iPASS system. Work continued on the Certificate of Occupational Proficiency report that allows vocational teachers to provide each student with a detailed report of the student's competencies in their shop area. With the addition of a new secure front-end server, teachers were also able to enter their quarterly progress report and report card grades from home for students in their classes. In addition, the new iPASS Parent Access Manager was introduced and enthusiastically received for parents to be able to view up to date information on their children in the areas of attendance, grades, schedules and discipline information.

Computer Network: During the year, a new firewall with an enhanced content filter for web access was installed. In the spring, a new district email server was installed to handle Microsoft Exchange 2003, and a front-end web server was added to provide email access for staff from home using the web. During the summer, a new front-end web server, donated by Sun Microsystems, was installed to provide web access to the iPASS system for teachers and parents. Also during the summer, the network staff changed the district's Internet Service Provider (ISP), providing a substantial cost reduction to the district. In September, the staff also implemented a SPAM filter that is eliminating over 400,000 SPAM emails per year from the school's network. The network staff continues to upgrade the virus protection system as well as the Microsoft system updates for all of the computers in the district. The computer-service staff also implemented some of group policy features of Windows 2003 Active Directory to better manage student use of the network.

Applications: The computer staff installed the new Kurzweil text-to-speech software system for use by the Support Services Department students, for whom the software converts printed text to audio text. The computer lab in room 501 utilized the new Net Support School product that allows teachers to monitor all the computers in the lab from the teacher workstation and also allows peer interaction. The computer-services department continues to maintain the Plato application for the mathematics department and the Success Maker reading and math modules for the English and Support Services Departments.

Staff: Sadly, Mary Roach, a computer network technician in the Computer Services department, died after a courageous battle with breast cancer.

Guidance

Admissions: Continuing a statewide and district trend, applications for the freshmen class entering in September 2004 increased significantly. The Guidance Department received almost 600 applications and enrolled 335 freshmen for the class of 2009.

College and Career Planning Night: This year's College and Career Planning Night again attracted a large number of junior and senior students and their parents. Over 450 people attended this popular event. While most of the participants were Shawsheen students, invitations were also extended to their peers in the five-town district.

The number of colleges and local employers participating in this year's event also increased. Thirty-five local colleges and career schools sent representatives, as did all branches of the armed forces. Representatives from the industrial community included a mix of traditional trade areas as well as a significant number of technical areas.

A comprehensive workshop provided a detailed overview on the process, resources, and strategies for acquiring post-secondary financial assistance. Shawsheen was fortunate to team with the Massachusetts Educational Financial Authority (MEFA) in this endeavor. The workshop was followed-up by a Financial Aid Night in January in which students and parents had the opportunity to work on and ask detailed questions about the Free Application for Federal Student Aid (FAFSA) form.

Co-Operative Education Program: Participation in the Co-Operative Education Program increased by approximately 30% over that of the previous two years. A state directed co-operative student evaluation is being phased in for the first time. The evaluation, completed by the local participating employers, is designed to address participant students' academic, technical, and employability skills. The evaluation process enhances the co-operative education experience of eligible students by identifying and implementing the skills requisite in evolving employment markets.

According to a plan currently in the planning stages, all seniors opting to participate in the co-operative program will be required to enroll in and pass a ten-hour Occupational Safety and Health Administration (OSHA) Safety Program for construction and general industry. Some students (depending on their career path) may opt to enroll in and pass an on-line ten-hour career training session.

Scholarships and Awards: Shawsheen graduates received numerous awards from colleges, career schools, and the state-sponsored scholarship program that recognizes academic excellence. Approximately \$60,000 in scholarships from local community organizations and Shawsheen affiliates complemented the monetary awards. And once again, the industrial community generously contributed tool and equipment awards to students entering their occupational fields upon graduation.

School Council

Principal Robert E. Cunningham reports early indications that recent policy changes are positively affecting student attendance. After much discussion, the School Council recommended comprehensive changes in the *Student Handbook*, raising the consequence for poor attendance. Results from an analysis of relevant data point to an increase in student attendance from 94.3% during the 2003-2004 school year to 95.2% for the same period in the 2004-2005 school year. This policy change was designed to reinforce Shawsheen's philosophy that recognizes the qualitative values of persistence, self-discipline, and pride in producing quality work.

Technical Programs

Automotive: The Automotive program continues to meet all standards required by the National Automotive Technical Education Foundation (NATEF) in the areas of curriculum, equipment, tools and teacher certifications. All instructors in the program are Automotive Service Excellence (ASE) certified expert technicians and are committed to keeping their knowledge and skills current. As a result of their commitment, students are prepared to meet the standards of a constantly changing industry.

To fill the instructional vacancy resulting from the June retirement of Dan Shea, Richard Lavoie joined the Automotive faculty. Mr. Lavoie, a highly experienced ASE certified expert technician who has taught for 15 years, immediately introduced many new tenth-grade curriculum projects that enhance students' readiness for live work in the subsequent grades. Ben Hurley, who replaced Dan Shea as Transportation Department Chair, has modified the Automotive related curriculum by redesigning the related classroom to enhance instructional strategies, student activities, and—as a result—access to and utilization of the facility. The redesign continues to support students' access to the Automotive Information System software via twenty on-line computers at their desk. Automotive Information System is an unlimited curriculum and resource for safe auto repair instruction, technical information and the latest updates on specific jobs. The program also allows teachers to obtain lesson plans for job specific repairs and data repair for every car used for demonstration or service.

The visual and manipulatable instructional aids in the related facility include engine mock-ups, parts displays, posters and a full size break away car—all of which are integrated into formal related instruction. These resources serve as invaluable instructional resources for students of all levels of ability.

The Automotive program continues to respond to vehicle-repair requests from District towns, including many requests from elderly citizens. The students also maintain all the school owned vehicles, which are used for outside construction programs and nursing externships. These experiences provide the student with live work that would not otherwise not be available.

Automotive seniors received ten hours of OSHA general-industry safety training and received 10-hour cards to document their participation. This inaugural Shawsheen effort will enhance the seniors' employment and earning potential.

Auto Body: The Auto body program is in the process of updating curriculum and equipment in preparation for its National Automotive Technician Education Foundation (NATEF) recertification visit this year. In the past, the program has met all the required standards for equipment, curriculum and teachers' certifications. Meeting NATEF's strenuous standards is an important goal for new instructor, Roland Tremblay, as he adapts to his new instructional environment. Mr. Tremblay brings 30 years of experience along with his work with NATEF to the Auto body instructional team, as they prepare to secure recertification and—toward that end—to improve the quality of automotive service and repair.

Under Mr. Tremblay's tutelage, students now use single- and two-stage paints; they mix their own paint; and they use new, portable, hand-held, ventilated sanders, which has positively affected the air quality in the shop.

The redesign of the transportation computer lab has allowed the Auto body students continued access to the NATEF curriculum on the Internet and has provided for a wider range of curriculum activities. This curriculum keeps students up-to-date with the latest automotive technology. The Auto body program has continued its on-line safety program this year, which provides students with a safety certificate that is recognized throughout the industry.

Along with their Automotive peers, senior Auto body students received ten hours of OSHA general-industry safety training and received 10-hour cards to document their participation. Similar, again, to their Automotive peers, Auto body students continue to respond to vehicle-repair requests from District towns, including many requests from elderly citizens, and they maintain school-owned vehicles.

Heating Ventilation, Air Conditioning and Refrigeration (HVAC-R): The HVAC-R program continues to secure required instructional equipment through capital budget purchases and donations. Training students on the state-of-the-art equipment is critical to prepare students for the expectations of prospective employers. Many of these donations were obtained from local businesses and advisory members who have supported the program for years. Subsequent to the donation of an oil-fired boiler, the instructors integrated oil-heat objectives in the curriculum. HVAC-R instructor Kevin Buckley also facilitated this curriculum addition by earning oil-burns certification in the fall. Other donations include three condensing units and a gas-fired furnace.

An important training component of the HVAC-R program is the real community work requested by District communities, which recently include the installation of a gas furnace and ductwork at the Howe Museum; the conversion of an oil furnace to a gas furnace and central air conditioning system at the Billerica VFW; the installation of an oil furnace and ductwork at the Wilmington West School; and design, calculation and installation of two central A/C systems for house projects in Wilmington. In addition, students participated in major school projects, providing maintenance and troubleshooting services that assist SVTHS's Building and Grounds efforts and provide substantial cost savings to the District.

The HVAC-R instructors have initiated the certification process with Partnership for Air Conditioning, Heating and Refrigeration Accreditation (PAHRA). This is a three-year process. When completed, SVTHS's HVAC-R program will be the first program of its kind in the state to obtain this national and prestigious certification.

Business Information Services: The business program has introduced a new certification course called IC3 Basic to sophomores. At the completion of the course, the students will receive an Internet and computing core certification, which recognizes their understanding of a computer functions as well as their ability to make minor PC repairs. Students are also receiving certifications in Microsoft applications, which include Word, Excel, Access and Power Point—fundamental and important skills possessed by competent workers in the current business environment.

Through the efforts of Linda Swasey, the business program now has a chapter of Business Professionals of America. This organization exists to promote business opportunities and competitions for business students in high school. Eleven students have joined the organization and will compete in marketing and business competition at the state level. Those who succeed at the state level will have the opportunity to compete at the national level.

The students have had the chance to hear and attend seminars from guest speakers, many businesses, and colleges. The seminars included: Customer Service by Pat Morrow, Middlesex College; Protocol Around the World, Katharine Gibbs College and Going Global, Macintosh College.

The marketing curriculum has been expanded again this year to increase students' opportunities upon graduation. Competencies are developed through the operation of the school's store and handling the compilation, collection, and distribution of the morning food break orders for the entire school.

Carpentry: The Carpentry department, along with all the construction trades, is in the process of constructing a 3,000 sq. ft. colonial house. The house is being built for a Wilmington resident who placed her name in the school's house lottery last spring. The house-building program provides students the opportunity to develop skills in framing, exterior finish, roofing and interior finish. This outside project not only provides students with valuable live work in which to develop knowledge and skills but also helps instill strong work ethics and a commitment to a customer. With the retirement of Courtney Lloyd and the hiring of Richard Weadick, this year the Carpentry department continues to support District projects that have included the completion of the Billerica Housing Authority House Project, the renovation of the Billerica Howe Museum, the Bennett Library Deck Project, the re-roofing of the Elks Pavilion, the construction of a Pavilion at Tewksbury Playground, the restoration of Wilmington West School House, and the construction of a Wilmington West Intermediate School Sign.

These projects provide valuable work experience for the students, and they result in tremendous savings to District towns and organizations.

All seniors again received a 10-hour OSHA card in construction safety.

Cosmetology: The Cosmetology program has expanded its community service program in which teachers accompany sophomore and senior students to District nursing homes, senior centers and assisted-living facilities. Cosmetology students have visited and provided services at senior centers in Tewksbury, Bedford, Wilmington, Billerica and Burlington. In addition, students continue to

service the elderly on Elderly Citizens Day by providing beauty makeovers and a lunch in the dining room. These types of programs provide students with real live work and, at the same time, instill compassion for the elderly. Many local citizens also take advantage of cosmetology services at the school on a regular basis.

In the beginning of September, the students began learning a software program called cyber imaging, which was recommended by the advisory committee. This software will give students the skill and knowledge to obtain employment in salons with the latest technology in hair design.

The instructors proudly announce that, as a result of their ongoing commitment to industry-aligned curriculum standards, all of last year's graduates received state cosmetology licenses.

Culinary Arts: The Culinary Arts department is in the final stages of preparing for its accreditation by the American Culinary Association. The process of updating curriculum and equipment to meet the standards of the American Culinary Federation (ACF) has been on going for the last two years. Completion of the necessary documentation and an evaluation of the program by the ACF are being planned for this year. Once the program receives this certification, the students will have the opportunity to take the ACF exam and receive their ACF credentials. Because of a new safety curriculum implemented this year, many of the Culinary students have gained knowledge and skills that prepared them to take the Serve Safe certification exam, which many have received. Many food establishments require this credential as a condition of employment today.

The operation of the guest dinning room continues to be a valuable component of the Culinary program. The dining room allows the public to have an enchanting Culinary experience four days a week for a very reasonable cost. The Culinary department recently planned, prepared and served 250 meals to advisory- committee members during their annual meeting. In addition, Culinary students prepared meals for four citizenship awards banquets.

Another key component of the Culinary program is the bakery. In the bakery program, the students learn to bake creative breads and pastry, and they operate an on-site retail bakery, which is open to the public four days a week. The bakery also supplies many items to the Culinary program for the students' break service.

Diesel: The Diesel program is certified by the National Automotive Technical Education Foundation (NATEF), with the instructors' meeting Automotive Service Excellence (ASE) certifications in all areas of instruction. John Havens, a SVTHS Diesel instructor, is also an evaluation-team leader for the organization, which allows him to stay current with all regulation changes each year. In addition to NATEF, the program maintains national certifications in Mechanical Repair Pollution Prevention and an online safety program called SP2.

The senior Diesel students received 10 hours of training in OSHA General Industry Safety last September and received a 10-hour card.

Some of the work projects students have accomplished this year include the overhaul of a box van donated to SVTHS and the reconditioning of the fuel system, transmission, and brakes for a donated handicap van.

Drafting: The Drafting program is the first school in the Commonwealth to earn recertification by the American Drafting and Design Association (ADDA.). This was made possible by the commitment and hard of the instructors, who maintained up-to-date trade standards in a rapidly evolving industry. Drafting instructor, Andy Botticelli, chairs the Massachusetts curriculum committee for the organization and provides support to other vocational schools in the Commonwealth who have applied for certification. Many senior students received ADDA certification for the first time last year.

Software programs on which Drafting students are developing skills include Auto-CAD, Solid Modeling, Pro-E, and G.I.S Terrain Modeling. Although the students adhere to a strict and vigorous curriculum, they still have the chance to gain real project experience by providing renovation designs and construction drawings for the Masonry department, the school store, the nurse's office, and the Wilmington West School.

The efforts of the Drafting instructors has resulted in the most technologically advanced drafting program in the state but—more importantly—in outstanding employment and post secondary opportunities for Drafting students upon graduation.

Electronics: Through capital budget funding, the Electronics program was able to complete the second phase of their Lab-Volt and NIDA computer based instructional equipment purchases. To fully exploit the instructional technology, the Electronics faculty developed new curriculum, which exposes the students to a much broader and more rigorous range of projects. In addition, the curriculum was revised to include computer repair at the sophomore level, which resulted in eight students' receiving A+ certification this year.

At the start of this school year, the students were welcomed with a new, completely furnished related classroom. Desks in the new room were constructed in the Carpentry shop, which saved the District a significant expense. The addition of the new related room has provided a much quieter and safer environment for the students to learn electronic theory.

Electrical: The Electrical students continue to gain a wide range of competencies through outside projects. They obtained skills and knowledge in the industrial aspect of the field this past year by completing the wiring for the new heating and air conditioning

system installed in the administrative offices. Other school projects included the rewiring of all lathes and Computer Numerical Control (CNC) machines in the Machine Shop, and the wiring of machines in the Graphic Arts shop. The students develop maintenance and trouble-shooting skills by providing ongoing support for the school's Maintenance staff. The outside community projects in which the Electrical students have been involved include the Howe Museum in Billerica, the West School in Wilmington and the house-building project in Wilmington. The experience the students obtain doing the rough and finish wiring at the house-building project prepares them for residential employment upon graduation.

Student enrollment in the Electrical shop again necessitated changes in the shop workstations. The new workstations supported more comprehensive junior and senior rough-wiring projects. In addition, the mock framed wall area where sophomores practice house wiring was redesigned.

Through the capital budget process, the program purchased new ladders and staging equipment for the shop and outside program.

Graphic Arts: In September, Timothy Broadrick joined the Graphic Arts faculty and immediately began to assist in the implementation of rigorous curriculum and technological changes in the Graphic Arts program. His extensive experience and knowledge of the Graphic Arts industry strengthens the program in the area of pre-press.

The Graphic Arts department purchased six new G5 computers and new software to keep pace with an industry evolving from film to digital processing. With the professional oversight and advice of its advisory committee, the Graphics staff submitted a renovation and purchase plan to the capital-budget committee to accommodate the transition to state-of-the-art industry standards. The administration, acting on the recommendation of the capital-budget committee, approved and funded the project, which will begin this spring.

The students in the Graphic Arts program develop valuable competencies by completing various printing projects for the school and district towns. The students also oversee the copying center, where teachers and administrators request or execute copies of materials like informational handouts and instructional worksheets.

Health: The Health seniors, all of whom are participating in the externship program, secured placement at a medical facility or nursing home during the first week of school. The externship program provides work experience under real conditions—training that is not possible in a school setting. Many of this year's seniors have been placed on co-op as Certified Nursing Assistants, Medical Assistants, and Child Care Aides. The current placement rates of seniors in both the externship and co-op programs strongly suggest that the Health curriculum effectively targets competencies required in the current employment market.

During the past summer, the two Health labs were totally renovated by staff members of the construction shops, who installed new ceilings, corian counter tops, tile flooring, lighting and cabinets by the opening day in September. As a result of these renovations, the purchase of new lab equipment, and specific curriculum revision and updating, the program met all standards of and was therefore endorsed by the National Health Association (NHA.) The NHA granted clinical and administration certifications. As a result of targeted curricular changes and the increase of professional staff, the American Heart Association currently offers students the opportunity to earn a certificate in CPR and First Aid.

The Licensed Practical Nursing (LPN) program currently has 30 full-time evening students working at Tewksbury Hospital, Lowell General Hospital, and New England Pediatrics. The LPN students begin their studies in August each year and graduate the following June. Of the 35 members of last year's graduating class, 34 passed their state board examination and received their LPN certification.

Internet: In 2004, the Internet program received a donation of 50 computers from industry for use in the computer-repair component of the program—saving the school a substantial amount of capital-budget money. These computers provided the students with resources for developing the skills and knowledge required of the industry's A+ exam this. As a result, many Internet students passed the software and hardware portion of the A+ exam in December and received their certification. Internet students are also preparing for and taking Microsoft Application exams.

In order to strengthen the hands-on work experience for the students, the Internet program has initiated a computer repair service for the staff and school programs.

In the computer-programming and web-design component of the program, students continue to maintain the school's web site (<http://www.shawsheen.tec.ma.us>). Internet students have also been working with the Massachusetts National Guard to improve its web site.

Machine Technology: The Machine Technology program is certified by the National Institute for Metalworking Skills (NIMS). The program has met all NIMS standards for curriculum, equipment, and staff credentialing. Maintaining this certification is contingent upon students' earning credentials—which requires a minimum of 25% of them to pass the Level I exam, and 50% to pass the Level II exam. As a result of the program's meeting these criteria, NIMS has extended the certification until January 1, 2005. Because of the quality of the Machine Technology program and the qualifications of the program's faculty, NIMS has recruited Shawsheen instructors to become part of their evaluation team for other schools throughout the state. For the second time

last June, graduates qualified to take the NIMS certification exam. Eighty percent of the graduates took the exam and received the desired credentials.

Because of the closing of a machine program in the western part of the state, the school was able to purchase a CNC lathe and milling machine at a fraction of its value. It has been installed and is now a valuable piece of equipment in the shop. This purchase has provided more students with important training time on CNC machinery. This training is critical in an industry that continues to demand, in large number, trained CNC technicians.

Recently, the school purchased twenty CNC software program licenses to support important changes in the senior related curriculum. The software has been installed in one of the school's computer labs, facilitating instruction and learning.

Machine Technology students have completed several projects to gain work experience on facility-based tasks and to support the needs of other programs throughout the school. Toward these ends, Machine Technology students have made new door signs for all garage doors, designed and made golf-tournament gifts, and machined parts for many machine-maintenance repairs.

Masonry: The Masonry students recently completed work on the baseball dugouts—a sophisticated professional task that required them to match the architectural design of the field house using similar brick and quoin corners. The workmanship of the project compares favorably to any in the trade. As a follow up to the dugout and field house projects, the students will construct a new brick storage building, whose architectural design will also match that of other structures on school grounds. In addition, the instructors are in the process of obtaining all the materials necessary to construct a new addition to the shop. The addition will allow them to integrate larger and more complicated curriculum projects into the program.

The Masonry program has supported the community with projects that include the Wilmington West School House, the Tewksbury Playground Pavilion, the Billerica Howe Museum, the Tewksbury Telescope building, and the Billerica Bennett Library.

As part of their curriculum requirement this year, senior Masonry students completed a ten-hour OSHA safety course, enhancing their employment opportunities upon graduation.

Metal Fabrication: The Metal Fabrication program has again upgraded its equipment. Using capital budget funds, the program purchased three new welding machines.

Because the Metal Fabrication program is a NIMS certified program, the students will have the opportunity to take the NIMS certification exam this year. This certification is the most widely accepted in the industry. Students who obtain NIMS certification earn skill recognition, establish professional credentials in the work place, and enhance their employment potential and options.

In October, the welding program was granted national certification by the American Welding Society (AWS). The staff worked hard for several months on the implementation of curriculum changes that aligned the welding program with rigorous AWS standards. As a result, students will be able earn a certificate that is recognized throughout the industry.

Like students in other programs, the senior Metal Fabrication students received 10 hours of training in OSHA General Industry Safety last September and received a 10-hour card.

And like students in other programs, Metal Fabrication students have gained work experience and supported the community and school with projects that include the fabrication of dock parts for the Yankee Clipper Council Boy Scouts of America, the fabrication of North Billerica Baptist Church heating ducts, the fabrication of Parent-Council and golf-tournament gifts, and assistance on repairs to school facility.

Plumbing: Community and school projects are an important part of the Plumbing program's curriculum, as they provide students with real live work. These projects give the students the opportunities to improve basic competencies learned at the lower grade level and to add new field-based skills and knowledge. Outside community projects such as the Billerica Howe Museum and the Wilmington West School House allowed the students to develop industrial skills. Participating in the completion of the house project for the Billerica Housing Authority and the construction of the Wilmington schoolhouse project ensured that the junior and senior students gained skills and knowledge in residential construction. The development of troubleshooting skills is an important program component accomplished through the program's maintenance curriculum, which benefits the school's plumbing system and saves the District operational money. The repair and installation of eyewash stations throughout the school was an important maintenance project completed this year. Efforts from the plumbing department, as well as from the other construction programs, make SVTHS a safer place for students to learn and for staff to work.

New equipment used to connect copper tubing was purchased recently, and the curriculum was updated to give students experience in this new technology. Through shop projects and maintenance work around the building, students will be using this new flange-flaring tool to connect copper tubing.

The senior Plumbing students received 10 hours of training in OSHA General Industry Safety last September and received a 10-hour card in Construction safety.

Technical Illustration: Technical Illustration has been given preliminary approval to expand its shop area to alleviate the crowded situation in the shop. The additional space will allow the instructors to expand the curriculum to include more freehand and creative projects.

Meeting the requests and needs of the sending towns and school involves the students in live work— tasks usually accompanied by demanding time-lines and rigorous quality standards. Technical Illustration students participated in signage projects for the interior and grounds of the school, for the Wilmington West Intermediate School, and for the golf tournament. In addition, Technical Illustration students assisted in the Billerica Veteran Organization Project.

SKILLS USA: SKILLS USA is a national organization allowing vocational/technical students the opportunity to enter specific skill competition and participate in numerous leadership events.

At the North District Conference last spring, 96 Shawsheen students competed and won 40 medals. Of those 40 students, 28 went on to win a medal in state competition, which included 6 gold medals. Three gold medal winners went on to compete at the national level and did an outstanding job representing SVTHS in the area of Business, Diesel, and Internet.

Certificate of Occupational Proficiency (COP): The COP is the Commonwealth's assessment program for technical education. It is being designed to measure the attainment of industry-based skill standards of students enrolled in technical education.

By June of 2005, the work of developing a framework for all vocational/technical programs throughout the state will be completed, which will be the base for development of the assessment piece for attainment of a Certificate of Occupational Proficiency.

Shawsheen has taken a leadership role in the COP process with many of our instructors providing their expertise as committee chairpersons and/or members.

Safety: The school is in the third year of a five-year process of developing and implementing a school-wide safety and health plan, under the direction of Roger Bourgeois, Director of Community Services, and John Lavoie, Director of Vocational/Technical Programs. Using both general and program-specific safety criteria, the committee is developing a plan that examines work practices, equipment, tools, environmental issues and educational curricula in all programs. The committee overseeing the development and implementation includes administrators, teachers, students and safety experts from industry.

The implementation of the plan began last year with a vocational staff member in each program developing a safety plan which included updated safety curriculum for each piece of equipment and work practices. A student record safety plan consistent throughout each program has been put into place this year. A safety audit is conducted in each program to evaluate shop equipment and environment at the start of each school year. As a result of the audits, new safety equipment needs are identified, equipment is purchased, signage is improved, storage practices are changed, and environmental issues are addressed.

Through the efforts of Roger Bourgeois and the instructors in the construction and general industry programs, all the seniors in these programs have obtained an OSHA certification card. The students attended a ten-hour seminar at the onset of the school year during which they learned all aspects of construction and general industry safety. This certification provides our students with more job opportunities, as many companies require this certification as part of a hiring policy.

Conclusion and Acknowledgement

The SVTHS District School Committee, staff, and students gratefully appreciate the support that they receive from the residents of the 5-member District. The SVTHS family especially acknowledges the continued financial support of the local Town Managers, Finance Committees, and Town Meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

The District is grateful for the significant contributions provided by Shawsheen Tech staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2004. Those retirees are:

- Paul Ayotte, Multi-Media Specialist
- Kenneth Gabriel, Mathematics Instructor
- David Kaufman, Autobody Instructor
- Courtney Lloyd, Carpentry Aide
- Lawrence Marquis, Mathematics Instructor
- William Ritchie, Physical Education Instructor
- Daniel Shea, Automotive Instructor
- Mark Small, Guidance Counselor
- Judy Sweeney, Health Technology Instructor
- John Viveiros, Social Studies Instructor

COMMUNITY DEVELOPMENT DEPARTMENT

*Community Development
Animal Control Officer
Engineering*

*Zoning Board of Appeals
Building
Planning Board*

*Board of Health
Conservation Commission*

Community Development

The Town of Tewksbury's Department of Community Development strives to manage and promote the highest quality of development by coordinating all land use matters in one department; providing information and creative recommendations based on sound planning practices; promoting and assisting sensible economic development; ensuring public health and safety by administering and enforcing applicable statutes, codes, bylaws and regulations; protecting the environment through conservation and wetland protection measures; and supporting other Departments in enhancing the community's quality of life.

The Department of Community Development consists of the following divisions; the Building Department, Board of Health Office, Planning and Conservation Office and the Engineering Office. Staff support is provided to four statutory boards: the Planning Board, Board of Health, Conservation Commission and Zoning Board of Appeals. Administrative support is also provided to the Planning Board's Zoning Bylaw Subcommittee and the Local Housing Partnership. In March 2004, the Department concluded its administrative support to the Board of Selectmen's Study Committee on the Mills Corporation.

Full time staff within Community Development include: Linda DiPrimio, Administrative Secretary, Walter Polchlopek, Conservation Administrator, Lisa DeMeo, Town Engineer, and Steve Sadwick, Director/ Town Planner. Dawn Cathcart continued to provide Recording Secretarial duties for the Planning Board, Board of Health and the Selectmen's Study Committee on the Mills Corporation. Allison Bradley continued to serve as Recording Secretary for the Conservation Commission and Local Housing Partnership and Cheryl Romano continued to serve as Recording Secretary for the Zoning Board of Appeals.

Master Plan

The Town of Tewksbury's Master Plan was adopted by the Planning Board on September 15, 2003 and endorsed by the 2004 Annual Town Meeting. The Master Plan will serve the Town as a policy guidance document for future land use decisions.

In 2004, the following implementation items from the Master Plan were addressed:

Priority A. #3- Develop consensus plan to resolve land use conflicts in areas designed as "Neighborhood Compatibility Areas". The Planning Board amended the Master Plan in January 2004 to address those two areas. At the 2004 May Special Town Meeting, the Highway Corridor Overlay District was approved for the South Neighborhood Compatibility Area and at the 2004 November Special Town Meeting, the Senior Village Overlay District was approved for the North Neighborhood Study Area.

Priority A. #6- Maximize the benefits of open space-cluster design. The Planning Board working with the Department of Community Development prepared an Open Space Residential Design amendment to the Zoning Bylaw which was approved at the May 2004 Annual Town Meeting.

Priority A. #10. Implement Phase I of the Sidewalk Plan by updating it and incorporating it in the town's Capital Improvement Plan. The Sidewalk Plan was implemented through a combination of funding sources including the Planning Board's Sidewalk Fund.

Priority A. 12. Adopt and implement a Comprehensive Permit (Chapter 40B) Policy in order to establish a framework for community-developer negotiations and clarify the town's preferences for Chapter 40B developments. Prepared by the Department of Community Development and the Housing Partnership. Adopted by the Board of Selectmen on June 22, 2004.

Priority C. 4. Continue to work toward resolution and clean-up of Sutton Brook Disposal Area. On-going effort between the Town, DEP, EPA and potentially responsible parties.

Priority D. 2. Review the Town's roadway maintenance and management practices to minimize non-point source pollution and encourage infiltration. Review is part of quarterly meeting of Town's Stormwater Management Team.

Affordable Housing

The Town's current MGL Chapter 40B affordable housing inventory is at 4.05%. Until the Town achieves 10%, it will be susceptible to Comprehensive Permits that over ride local regulations including zoning. The Local Housing Partnership continued to review comprehensive permit proposals during 2004.

The Partnership currently includes Corrine Delaney, Steve Deackoff, Greg Peters, Paul O'Neill, Marilyn Phelan, Jay Axeson, Brenda Packucki, Raymond White, and Nancy Reed as an advisory member from the Planning Board.

The Department assisted the Zoning Board of Appeals in its hearings and negotiations with 2 comprehensive permit developers which will yield 8 affordable units.

Other Initiatives

The Department continues to work with the Planning Board's Zoning Bylaw Subcommittee in reviewing the Zoning Bylaw. In 2004, the Subcommittee proposed an open space residential design amendment to the bylaw, made technical corrections to the bylaw and reviewed both the Highway Corridor Overlay District and the Senior Village Overlay District. Members of the Planning Board's Zoning Bylaw Subcommittee include Vincent Spada, Nancy Reed and David Plunkett.

In March 2004, the Study Committee on the Mills Corp. completed its work and issued its final report to the Board of Selectmen.

The Department of Community Development had a successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments and citizens in 2005, enhancing the quality of life in the Town of Tewksbury.

Respectfully submitted:

Steven J. Sadwick, AICP

Director of Community Development

Zoning Board of Appeals

The following is a breakdown of the activity on which the Tewksbury Board of Appeals acted during the year 2004:

32 Variances	29 Approved	3 Withdrawn
8 Special Permits	7 Approved	1 Withdrawn
2 Party Aggrieved		1 Withdrawn 1 Denied
3 Combination Variance/Special Permit	3 Approved	
2 Comprehensive Permits	2 Approved	
1 Combination Special Permit/Party Aggrieved		1 Withdrawn

I would like to thank the public for their interest in the Board's activity. I also wish to thank my fellow Board members and the Community Development Department for their time and efforts on behalf of the Board.

Joseph Kelley

Zoning Board of Appeals

Board of Health

Mission Statement: To protect the public and environmental health through health promotion initiatives, advising residents and businesses in compliance matters, and through fair and appropriate enforcement of local, state, and federal public health rules, regulations, bylaws and laws.

The Board of Health hereby submits the following activity report for the year 2004:

Strategic Planning

- Two Household Hazardous Waste Collection Days are held annually in conjunction with the recycling Committee's Environmental Days. Both days this year set records for attendance and waste deposited.
- Board of Health Regulations are continuously reviewed and updated as required. This year, due to other more pressing matters, the Board did not upgrade its regulations.
- The Board is actively continuing work with the communities of Billerica, Chelmsford, Dracut, Lowell, Tyngsboro, and Westford in a regional coalition for response to public health threats within the area. Agreements are in place that allow the towns to provide mutual aid response to each other, and better communications among and protection of the staff and public have been completed with the purchase of a Nextel telephone system.
- Federal and state funds were used to purchase improved technology that will eventually assist the staff to better serve the public, and to better respond to emergencies. Included in this technology is a laptop computer that will contain information on chemicals and diseases, handheld computers, and portable printers.
- Public Health Emergency Planning continues as staff actively participated in the creation of a template that will allow easier plan development.

Community Health Services

- Public Health Nurse Virginia Desmond continues to establish herself with the public and the seniors specifically. Her work includes investigating communicable diseases, distributing vaccine to doctors and the public, and offering limited care and referral services to the public.
- The severe shortage of flu vaccine early in the fall created a nightmare for the staff as we cancelled the initial clinics planned in early November. State rationing of the vaccine required us to limit providing the vaccine to residents over 70 and with special medical conditions. A second clinic was provided when the age limit was reduced to 65 and over, and all vaccine was distributed to local doctors following completion of our clinics. In all, the department actually distributed more flu vaccine than ever before.

Environmental Activities

- The August discovery of perchlorate in the town's drinking water caused a large scale response from the town, including this office. Staff spent numerous hours researching the health effects of the chemical, possible sources of it, and ways to correct the problem. In addition, notices of the problem were sent to all restaurants and doctors' offices, and a large number of telephone inquiries were made to the office.
- All septic system work and inspection forms are reviewed by and filed with the Board's staff. Records dating to 1974 are generally available for review. With sewer construction expansion begun this year, staff has seen a decrease in septic system applications, and has now begun assisting the Engineer with sewer connection inspections.
- The town continues to work with state and federal environmental agencies in dealing with the Rocco Landfill. The site was listed on the National Priorities List in the spring of 2001, making it eligible for federal funding and oversight. The work is ongoing, and far from over. Staff time is now spent participating in conference calls as research on the site continues through the use of a private engineering consultant.
- Special investigations and responses, including, overflowing septic systems, illegal dumping, and housing issues have been addressed.

Animal Control Activities

- Animal Control Officer Brian Fernald completed his first full year as the full time ACO, working with various departments to address dog calls and beaver complaints. Some work was completed on the dog pound, but more is needed, and will be done over the coming year.
- West Nile Virus again affected the community, but again, no human cases of the virus were identified from Tewksbury. The Central Massachusetts Mosquito Control Project assisted the town in treating catch basins, spraying in areas where mosquitoes were the worst. For the first time in several years, a mosquito in Billerica tested positive for Eastern Equine Encephalitis (EEE), requiring our animal control staff to visit all horse owners in the area to ensure that the animals were updated on their inoculations.

- Beaver dams continue to bother several areas within the town. Numerous beaver dams were reviewed this year, with only a few meeting the emergency criteria allowing the Board to issue emergency breach and trapping permits. A private company was hired to conduct trapping activities in two locations, resulting in the removal of at least 8 beaver from those sites.
- Rabies continues to be a concern as we respond to animal bite reports. Exposures include both human and animal victims. We again remind animal owners that state law requires rabies vaccination for all dogs and cats; it could save their lives.

Miscellaneous

- Over 700 permits in 18 categories were issued and administered.
- 181 complaints were investigated.
- Over 482 inspections and reviews were conducted.
- Prosecution of criminal matters in court required an estimated 7 hours of staff time.

The year 2004 resulted in many changes within the Board of Health and Health Department. The Board expanded to a 5 member board, allowing Jennie McCarthy to be reelected, and welcoming Phil French and Thomas Churchill to staggered terms on the Board. The Board and staff were saddened when Ms. McCarthy resigned her position to take a new job out of state.

It has been a challenging year as we dealt first with the perchlorate issues, and then with the flu vaccine shortage. I can proudly say that the department's staff handled both crises well.

I thank Board of Health members Stephanie Wilkie, Jennie McCarthy, Edward Sheehan, Philip French and Thomas Churchill for the guidance and support. I also thank Operations Assistant Barbara Westaway, Sanitarian Dean Trearchis, Animal Control Officer Brian Fernald, Public Health Nurse Virginia Desmond, Animal Inspector Pamela Gorrasi, Recording Secretary Dawn Cathcart, and Assistant Animal Control Officer Kathy Cho for their dedication and service to the community.

Respectfully submitted,
Thomas G. Carbone, R.S., C.H.O.
Director of Public Health

TEWKSBURY BOARD OF HEALTH 2004 ACTIVITY REPORT

INSPECTIONS CONDUCTED

Septic System Inspections	109
Plan Reviews	136
Housing Inspections	22
Condemnations	0
Swimming Pool Inspections	23
Hotel Inspections	6
Food Service Inspections	102
Tanning Booth Inspections	3
Pump Truck Inspections	11
Test Holes	37
Massage Establishments	2
Complaints	181

PERMITS ISSUED

Septic Systems - New	5
- Upgrade	27
- Repair	21
- Abandon	97
Septic Installer	39
Septic/Offal/Rubbish Hauler	33
Hotels/Trailer Parks	8
Pools	16
Food Service	160
Frozen Desserts	9

Animal	22
Masseuse	35
Funeral Director	4
Tanning Booths	7
Camps	4
Retail Tobacco Sales Permits	38

Communicable Diseases Reported

Animal Bites	18
Campylobacter	8
Chicken Pox	14
Encephalitis	1
E-Coli	2
Giardia	2
Hepatitis A	5
Hepatitis B	5
Hepatitis C	21
Lyme Disease	3
Meningitis	2
Pertussis	16
Salmonella	3
Streptococcal Pneumonia	2
Tuberculosis	5
GABS	1

Animal Control Officer

In January 2004 with Walter Collins' retirement, the position of Animal Control officer was created. I have been in the position for a year now and have answered many calls from residents about dogs, skunks, coyotes, raccoons, beavers and many other animals. It is not unusual to see wild animals out during the day but if they are acting odd or aggressive in any way contact me through the Animal Control office at (978) 640-4395 or through the Police Station at (978) 640-4381. You should also contact me if there are any loose dogs, dog bites or other issues related to animals in town. I am available Monday through Friday 8am – 4pm, other times you can leave me a message or in an emergency situation always call the Police Department.

I would also like to take this opportunity to thank all the residents who have obeyed the leash law. The leash law states that your dog must be leashed and in your control at all times.

All dogs in town must be licensed and have all their shots up to date. This is for the safety of the residents as well as the dogs. A rabies clinic is offered to town residents every January at the DPW garage – check local cable listing or newspapers for dates, times and details. Dog licenses are also available at this time. I encourage all residents to license your dog even if it is a house dog because when a dog is picked up and doesn't have a tag, there is no way to trace it to its owner. There are also fees for boarding dogs that are picked up: administration fee \$25.00; plus \$5.00 per day board – (up to \$190.00) plus fines:

FIRST OFFENSE	\$25.00	
SECOND OFFENSE	50.00	
THIRD OFFENSE	100.00	
SUBSEQUENT OFFENSES	100.00	(within a calendar year)

Thank you for your cooperation in making the Town of Tewksbury safe for residents and animals alike. Please feel free to contact me via e-mail at bfernald@town.tewksbury.ma.us or via phone at (978) 640- 4395.

Brain Fernald
Animal Control Officer

Building

During 2004, the Building Department experienced a 12% increase in number of building permits issued, the value of the permits issued increased by 2% and the permit fees collected increased by 47%. The department also had some personnel changes with a new employee; Nancy O'Keefe was hired on a full time basis in September as an Administrative Assistant/Permit Technician to fill an open slot. Nancy along with Dawn Cathcart has done an outstanding job assisting the public with their permitting needs.

As I said above, the Building Department experienced an increase in the value of work permitted along with the fees collected for building permits issued during 2004 as shown in the following chart:

	<u># of Permits</u>	<u>Value of work</u>	<u>Fees</u>
2003	842	\$ 33,182,666	\$ 261,583
2004	948	\$ 33,676,884	\$ 385,084
% change	12%	2%	47%

Present activity includes these major housing subdivisions:

	<u>Emerald Court (Court St)</u>	<u>Preservation Way East Street</u>	<u>Misc. single family dwellings</u>
Total # of units:	93 single fam	16	20
Permitted to date:	93	16	20
Occupied to date:	52	0	12

Commercial projects included	<p>Oakdale Plaza Renovations, Complete 2004</p> <p>Renovations to the old Muro building by Acusphere Co., sched comp. 2005</p> <p>96 Unit Assisted Living building at Emerald Court, sched comp. 2005</p> <p>Various Tenant Fit-ups for Restaurants, Office and retail space.</p> <p>Comercial retail building at "crystal market" site, sched comp. 2005</p> <p>Lee House renovation to B&B, sched comp. 2005</p> <p>New Schlott Tire, sched comp. 2005</p>
Municipal projects included:	Water Treatment Plant Addition, completed

Additionally, the department issued 767 wiring permits, 1005 plumbing/gas permits, 118 sewer entry permits. Certificates of Inspection were issued to 75 establishments such as restaurants, function rooms, churches and schools. Building Inspectors performed approximately 1400 inspections.

ON THE HORIZON: (proposed projects to start during 2005.)

Andover Rd. – Robertson Estates – 26 Single Family Homes. Roadway started 2004
 87 Unit apartment building at Emerald Court
 Senior Center expansion

In the Weights and Measures Division, 279 gasoline dispensers, 83 scales and 10 oil trucks were tested and sealed. Eight (8) investigations of wrongdoing were investigated. Fees collected were \$ 5,159.

Following is a breakdown of permits issued during 2004.

Respectfully submitted,
 Richard A. Colantuoni
 Building Commissioner

BUILDING PERMIT ACTIVITY for 2004

	NUMBER of PERMITS	VALUE	FEES
CDD-IND/TH	37	\$5,195,516	\$54,077
Com ADDITION	2	\$426,500	\$4,420
Com CERT of INSP	75	\$0	\$6,863
Com DEMO	2	\$260,000	\$2,800
Com FOUNDATION	1	\$0	\$50
Com NEW BLDG	2	\$1,142,160	\$11,622
Com RENOVATION	11	\$5,125,268	\$52,323
Com ROOF	4	\$43,900	\$550
Com TEN FIT-UP	35	\$1,256,567	\$17,350
Mun MISC	1	\$0	\$0
Res ADDITION	143	\$7,569,901	\$81,496
Res CHIM/FP	3	\$10,200	\$225
Res DECK	58	\$526,048	\$7,770
Res DEMO	20	\$423,050	\$2,673
Res FAMILY SUITE	13	\$1,351,300	\$14,025
Res FOUNDATION	32	\$0	\$775
Res MFD	1	\$372,450	\$3,825
Res MFD/55	16	\$2,401,360	\$24,338
Res NEW SFD	20	\$3,311,520	\$33,933
Res POOL	63	\$668,250	\$8,090
Res RECORDING	12	\$0	\$6,000
Res RENOVATION	128	\$1,816,447	\$21,300
Res ROOFING	88	\$737,967	\$9,280
Res SHED	49	\$147,384	\$2,030
Res SIDING	78	\$852,618	\$10,250
Res WOOD STOVE	21	\$11,268	\$1,050
SIGNS	30	\$27,210	\$7,769
TEMP TRAILER	3	\$0	\$200
TOTALS:	948	\$33,676,884	\$385,084
WIRING	767		\$41,687.50
PLUMBING	526		\$30,580
GAS	479		\$15,838
SEWER ENTRY	118		\$7,050
TOTALS:	1,890		\$95,155.50
WEIGHTS & MEASURES FEES COLLECTED			\$5,159.00
GRAND TOTAL:		\$33,676,884	\$ 485,398.50

Conservation Commission

The Conservation Commission consists of five members and two associate members, all of whom are appointed by the Board of Selectmen. The Conservation Commission Members for 2004 are: Chairman, Stanley Folta, Jr.; Vice Chairman, Salvatore Tornatore; Clerk, Michael Kelley; Gregory Peters, Andrew Stack, Associate Members Laurence Bairstow and Marc Wallace. The Conservation Commission is designated with the responsibility of upholding the Tewksbury Wetland Protection Bylaw and the Massachusetts Wetland Protection Act (M.G.L. Chapter 131, Section 40). The Commission's primary goal is to protect wetland resource areas, adjoining buffer zones, riverfront resource areas, related water resources as well as administering permits and managing land for Open Space in the Town of Tewksbury.

During 2004, the Conservation Commission reviewed numerous Notice of Intent and Request for Determination of Applicability applications for work within the 100 foot wetland buffer zone and in some cases within the 200 foot riverfront resource area. In addition, the Commission reviewed many wetland delineations.

All applications submitted to the Conservation Commission require a public hearing at which time all abutters are given an opportunity to express their views. When all the information for an application is reviewed, the Conservation Commission votes to either approve or deny the requested permit. If approved by the Commission, the Order of Conditions and Determination of Applicability will provide the mitigation required to protect any impact on wetland resource areas. If the permit is denied, the applicant can appeal the decision to the Massachusetts Department of Environmental Protection and the Massachusetts Superior Court.

In 2004, the Conservation Commission issued permits for several Town sewerage expansion projects and drainage improvement projects. Each of those projects had several hearings with concerns from residents which resulted in the Conservation Commission spending much time in preparing the Order of Conditions permit.

The Conservation Commission has worked diligently in 2004 to protect the natural resources in Tewksbury as many parcels of land are under the management of the Conservation Commission for use as Open Space. All proponents of activities within 100 feet of a wetland resource area and within 200 feet of a riverfront (perennial stream or river) are advised that permits from the Conservation Commission are required to comply with the Federal, State and Local Regulations. It should be noted that the Tewksbury Wetland Protection Bylaw has stipulated a 25 foot no disturb zone and a 50 foot no build zone adjacent to the wetland resource area.

The Conservation Commission has scheduled meetings on the first and third Wednesday of each month. All Conservation Commission meetings are open to the public and held in the Town Hall Auditorium.

The Conservation Office which is part of the Department of Community Development is located in the Sughrue DPW Building located at 999 Whipple Road in Tewksbury. The office hours are from 8:00 A.M. to 4:00 P.M. Monday through Friday.

Respectfully submitted
Walter S. Polchlopek
Conservation Administrator

Engineering

In conjunction with other Town departments, such as the Sewer Committee, the Planning Board, Town Manager, the Conservation Commission, the Board of Health, the Building Commissioner, and the Police Department Safety Officer.

The Engineering Department also supports all resident and contractor requests for information. Flood plain information, Right of Way limits, drainage information and copies of plans are examples of resident requests.

Master Sewer Project

In 2004, The Sewer Project continued the task of providing municipal sewer to the town. Phase 6 is now complete and Phase 7 (the largest phase) is well under way. It covers most of the area around Shawsheen St. from Main St. to the Andover town line. The project continues to be ahead of schedule and under budget (see tables for progress).

Phase 6 – Complete

100% pipe installed	297 service connections
68% of contract time	5 miles of gravity sewer
84% of contract dollars	.3 miles of pressure sewer

Phase 7 – 4 phases (all currently active)

45% pipe installed	1396 service connections
30% of contract time	22 miles of gravity sewer
42% of contract dollars	1.9 miles of pressure sewer

Work was also done to prepare for the next 2 phases. Phase 8 (3 contracts) is ready for bid in early 2005. Phase 9 survey work is now done and the design work has just begun. These 2 phases will take us out to the fall of 2008.

Communications and a good working relationship between the Engineering Department and CDM have proven to keep the project moving smoothly. This team has worked with the School Department, Police, Fire, and DPW to minimize problems and lessen the impact on residents.

Sewer Connections and Inspections

The Engineering Department issues permits to construct, repair, extend or connect to the municipal sanitary sewer system per approved plans. The required permit will only be issued to an individual who is officially approved by the Town. (There are currently 39 drain layers to choose from.) The Community Development Permit Technicians track all permit documentation.

In 2004, 125 sewer connection permits were issued and each connection was inspected by the Engineer.

GIS

The mission of town government is to serve the citizens of the community, plan for and make decisions related to growth, and to maintain, manage, and protect community assets. To assist with meeting this mission, towns need easy and effective access to information. In addition, as the pace of life increases, municipalities simply need to get more done in less time with staff that does not increase proportionally with increased workload. Geographic Information System (GIS) technology is a vital element to address these needs.

A GIS Needs Assessment for each department has been completed. The Engineering Department has begun coordinating with National Geomatica to provide a method for town employees to access the data within the GIS. This will be a way for all employees to access town wide data that can be displayed graphically. If the system works out well, access may some day be opened to residents.

Some of the data required for the GIS has been gathered. CDM, Northern Middlesex Council of Governments (NMCOG), and MassGIS have all provided some very good Tewksbury information.

Stormwater Management Plans and NPDES Permits

The Engineering Department is the Coordinator for the Town's Stormwater Management Plan. Stormwater permitting for new projects and reporting of pre- and post-construction stormwater compliance are handled by this office. Stormwater inspections are performed weekly (more frequently during rainy periods) on each construction project in town. The Engineer ensures that contractors keep daily logs of the performance of each Best Management Practice (BMP).

Stormwater by laws and regulations are being developed by the Engineer to bring Tewksbury into compliance with Phase II of the Clean Water Act's Stormwater mandates.

Intersection and Traffic Improvements

Several traffic improvement projects moved forward in 2004.

Main St./Shawsheen St.: MassHighway awarded the project to A.R. Belli Construction. Construction should begin spring '05. Coordination with the sewer project has been ongoing to minimize impact on the area. This project will widen the intersection and provide left turn capabilities in all four directions.

East St./Chandler St.: This project is mostly complete. Sidewalks and traffic signals have been installed. Line painting and some punch list work is all that needs to be done to make the lights operational. There will be through traffic on East and Chandler. The driveway to the State Hospital will be one way, into the Hospital.

River Road Drainage improvements.: An Request for Proposals was sent out and Vanasse, Hagen and Brustlin (VHB) was chosen to design drainage and roadway improvements on River Road from the Andover town line to the Trull Brook culvert. Design is underway. VHB is also assisting the Town with locating funds for various aspects of the project.

Sidewalk on Main St. (Hinckley to Bacci's).: This project is complete and provided a sidewalk on Main St. from Hinckley Road to Bacci's Restaurant. This completed the last segment of sidewalk along that stretch of Main St.

Sidewalk on North St.: This project is complete and provides continuous sidewalks from East St. to the soccer fields.

Engineering Department Web Page

In 2004, hits on The Engineering Department Web page increased. On this page you can find

- Status of the Sewer Project,
- Traffic notifications,
- Updates from the Sewer Committee meetings,
- How to connect to Sewer,
- The Town Stormwater Management Plan,
- How to get copies of maps and plans and Flood Plain data

The web address is <http://www.tewksbury.info/dcd/engineering/index.html>. The information there is updated frequently.

Driveway Inspections

In 2004, the DPW began administering driveway permits to ensure safe access to Town streets. The Engineering Department performs the field inspections for these permits. There were 44 driveway inspections completed in 2004.

Water Tank

As part of a study done of the Town's water distribution system, it has been determined that the Town should locate a water storage tank at the intersection of Colonial Drive and Foster Road. The Engineering Department has assisted CDM with the design and documentation of the tank.

Senior Center

A Town referendum has approved a large expansion of the Senior Center. The project is moving quickly due to grant funding opportunities. The Engineering Department has assisted with the design and documentation of the center.

Paving

The DPW had several miles of paving done in 2004. The Engineering Department assisted with oversight of the paving process. South St., Madeline Rd., Webster Rd., March Rd., Laura Rd., Nichols St., Pratt St., Seventh St., part of McLaren Rd. all received their final pavement from the sewer project. Other non-sewer roads that received paving were Hood Rd., South St., Shawsheen St.

The Engineering Department is looking forward to another busy year in 2005. The Sewer Project will continue at high speed, and GIS coordination, Stormwater regulations, as well as several traffic improvement projects should keep me busy. Thankfully, in 2005 we have a new Project Manager to assist with the Sewer Project.

Respectfully submitted,
Lisa E. DeMeo, P.E.
Town Engineer

Planning Board

The Tewksbury Planning Board consists of five-elected town residents. The Planning Board Officers are David Plunkett, Chairman, Frank Sweet, Vice Chairman, and Nancy Reed, Clerk. Other members of the Board include Robert Fowler and Vincent Spada.

The Planning Board reviews all new commercial projects and residential subdivisions proposed for construction in Town. The Planning Board, working with the Building Commissioner and the Community Development Director, is responsible that new developments comply with land use regulations. The Planning Board strives to strike a balance between landowners right to develop and the interests of neighbors and the Town as a whole.

The Planning Board issued twelve special permits for seven various commercial projects. At the end 2004, there were three special permit applications that were in the middle of the hearing process.

The only residential subdivision that was before the Planning Board in 2004 was Ames Run. This subdivision has been proposed as a cluster subdivision that could potentially yield 87 lots. At the December 13, 2004 Planning Board meeting, the developer proposed going forward with 50 lots on the North Street/ Catamount Street side of Ames Hill and proposed to come back in the future for the shoreline side of Ames Hill.

In addition to fulfilling statutory duties as a special permit grant authority and subdivision control authority, the Planning Board continued to support two ongoing initiatives while taking on a third one. The first initiative was the Master Plan Project. The Planning Board fully supported the 2½ year effort with two members, Frank Sweet and Nancy Reed serving on the Master Plan Committee. The Board's Zoning Bylaw Subcommittee continued to propose, review, and draft amendments to the Zoning Bylaw. The Planning Board has voted to sponsor an article for the 2005 Annual Town Meeting for the Community Preservation Act. This initiative would allow the Town to raise dedicated funds for affordable housing, historic preservation, and open space preservation. Currently, the State is matching community funds at the rate of 100%.

The Planning Board looks forward to implementing the Master Plan, which the Board adopted on September 15, 2003 and Town Meeting endorsed in May 2004. There are numerous opportunities in the Master Plan to improve future land use decisions as well as initiatives to improve the quality of life for Tewksbury residents.

Respectfully submitted,
David Plunkett, Chairman
Planning Board

FINANCE DEPARTMENT

*Auditor's Report
Tax Collector*

*Board of Assessors
Computer Services*

*Treasurer's Cash
Webmaster Report*

Auditor's Report

The Auditor's Office is responsible for review of all vendor payments and payroll, accounting for all revenues and expenditures, and maintaining the official financial records of the Town.

The Auditor's Office also coordinates the annual independent audit of the Town's financial statements which was last completed by Powers and Sullivan, Certified Public Accountants, on September 17, 2004 for the year ended June 30, 2004. The FY04 audit was the second audit done under the new reporting requirements of the Governmental Accounting Standards Board Statement #34 – Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments.

The financial results for fiscal year 2004 continue to show a negative trend due to a number of issues, among them additional reductions in state aid, a planned use of reserves to fund current year operations and significant increases in pension and health care costs. Since FY01 state aid has decreased from approximately 24.9% of the total budget to 21.96% of the total budget, a reduction of \$2,450,000. In addition, as a result of the poor economy and low interest rates the Town had to use reserves for the third year in a row to continue to provide the same level of service as in prior year. The Town continued conservative spending of appropriations and conservative revenue estimation.

The sewer enterprise fund, which was established on July 1, 2003 pursuant to a vote taken at the October, 2002 Special Town Meeting generated a planned surplus of \$1,283,000. This special fund is used to account for all of the activity of the Town's Master Sewer Project. Prior to its inception all sewer activity was accounted for in the general fund. The surplus generated will be used in future years to stabilize user fees.

Donna M. Walsh
Town Auditor/Finance Director

REVENUE

Taxes/Interest/Penalties:

Personal Property	1,918,360.93	
Real Estate	39,535,371.85	
Tax Liens Redeemed	259,966.16	
Foreclosure Vacated	0.00	
Tax Possession Sold	0.00	
Gain on Sale of Town Land	33,000.00	
Motor Vehicle Excise	3,820,868.49	
Penalties/Interest/Legal:		
Tax Titles	58,765.96	
Real/Pers/MVX	115,586.39	
Supplemental Taxes	97,951.85	
Payments in Lieu of Taxes	0.00	
Proforma Taxes	670.23	45,840,541.86

Charges/Fees:

Misc. Water/Sewer Service	5,512.20
Water Rates	2,884,033.58
Water/Sewer Liens Interest	218,972.04
Ambulance Charges	482,322.86
Municipal Lien Certificates	71,100.00
Collector Demands	54,801.00
RMV Releases	15,900.00
Trailer Park Fees	27,720.00

Constable Fees	589.00	
Sundry Rentals	1,360.00	
Tower Rentals	381,337.43	
Miscellaneous	15,698.13	4,159,346.24
From the Commonwealth:		
Abatements:		
Surviving Spouses/Veterans/Blind	887.00	
Elderly	46,290.00	
Schools:		
Chap. 70 Aid	11,322,673.00	
Transportation	731.00	
Charter Schools	7,675.00	
Building Assistance	902,148.00	
Police Incentive	209,607.41	
Veterans Benefits	41,250.76	
Lottery	2,540,701.00	
Additional Lottery Aid	0.00	
State-Owned Land	72,829.00	
Medicaid Reimbursement	276,461.78	15,421,253.95
Other Revenue Sources:		
Hotel Tax	306,612.00	
Investment Earnings	152,627.01	
NESWC Refunds	0.00	
Bond Premiums	122,737.71	
Sale of Compost	5,838.00	
Transfers from Special Funds	44,241.94	632,056.66
Departmental Fees:		
Manager/Selectmen	5,138.02	
Cable Franchise	4,740.00	
Assessors	7,251.30	
Treasurer/Collector	10,935.69	
Clerk	44,251.56	
Conservation	50.00	
Planning	48,497.05	
Appeals	6,450.00	
Police	6,271.05	
Special Detail Adm.- Police	31,124.10	
" " " - Fire	1,986.02	
Fire Inspections	8,153.60	
Building	14,971.00	
Wiring	44,970.00	
Plumbing	46,418.00	
Weights/Measures	4,836.00	
Dog Officer	635.00	
Schools	0.00	
Public Works	100.00	
Water Connections	109,000.00	
Water Applications	9,375.00	
CRT Collections	6,336.92	
Health Miscellaneous	3,058.00	
Hazardous Waste	1,845.00	416,393.31
Licenses/Permits:		
Alcoholic Beverages	64,085.00	
Selectmen	5,805.00	
Police	8,671.04	
Fire	8,455.00	
Building	331,773.70	
Public Works	425.00	
Street & Sidewalk Openings	3,350.00	
Health	36,503.00	459,067.74
Fines:		
State/Local Courts	96,355.00	
Library	13,942.26	
Parking	31,791.70	
Weights & Measures	50.00	
Zoning	0.00	142,138.96
Total General Fund Revenue		67,070,798.72

GENERAL FUND BALANCE SHEET

June 30, 2004

ASSETS

General Cash		6,856,165.65
Collector	300.00	
Appeals	200.00	
Schools	50.00	550.00
Uncollected Taxes:		
Personal Property:		
FY98	660.52	
FY99	921.39	
FY00	21,960.05	
FY01	11,758.99	
FY02	25,031.64	
FY03	15,109.96	
FY04	36,138.26	111,580.81
Real Estate:		
FY99	(8,106.52)	
FY00	(720.75)	
FY01	(6,464.50)	
FY02	(9,000.98)	
FY03	3,238.26	
FY04	382,096.04	361,041.55
Motor Vehicle Excise:		
Prior FY	0.00	
FY98	0.00	
FY99	0.00	
FY00	(105.91)	
FY01	18,872.42	
FY02	26,895.39	
FY03	37,621.50	
FY04	147,476.41	230,759.81
Allowance for Abatements:		
FY98	(2,919.90)	
FY99	0.00	
FY00	(21,960.29)	
FY01	(11,759.13)	
FY02	(35,242.77)	
FY03	(59,296.07)	
FY04	(821,450.48)	(952,628.64)
Other Receivables:		
Tax Liens/Titles/Possessions	1,469,264.11	
Taxes in Litigation	0.00	
Water Rates/Liens	511,315.09	
Misc. Water Services	0.00	
Water Application	0.00	
Ambulance Services	247,621.26	
Veterans Services	88,283.12	
Due From State	0.00	
Due From Employees	12,479.65	2,328,963.23
TOTAL ASSETS		8,936,432.41

LIABILITIES/RESERVES

Warrants Payable		1,525,917.11
Accrued Payrolls		465,670.07
Payroll Withholdings Payable:		371.54
Unclaimed Property:		
Abandoned	28,882.57	
Tax Refunds	24,535.98	53,418.55

Taxes Paid in Advance		272,426.70
Deferred Revenue:		
Taxes in Litigation	0.00	
Real/Personal Taxes	(480,006.28)	
Tax Titles/Possessions	1,469,264.11	
Motor Vehicle Excise	230,759.81	
Water Rates/Liens	511,315.09	
Misc Water Service	0.00	
Water Connection	0.00	
Ambulance Service	247,621.26	
Veterans Benefits	88,283.12	
TOTAL LIABILITIES		2,067,237.11
Fund Balances:		
Encumbrance Reserve	1,495,113.95	
Reserved for Expenditures	1,350,518.00	
Teachers Pay Deferral	(233,334.33)	
Petty Cash Reserve	850.00	
Unreserved Surplus	2,204,261.98	
Reserved for Future Year Debt	18,083.71	
Overlay surplus	0.00	
Overlay Deficit	0.00	
Reserved for Court Judgements	(6,000.00)	
Snow/Ice Deficit	(278,101.98)	
TOTAL FUND BALANCES		4,551,391.33
Total Liabilities/Fund Balances		8,936,432.41

SPECIAL FUNDS

Town Revolving/Grant Accounts

Arts Lottery	9,261
Insurance <20K Fire	24
Insurance <20k DPW	18,690
Planning Sidewalks	42,416
Recreation Programs	146,505
Planning Consult-Existing	5,440
Planning Consult-New Projects	13,580
Conservation Consult-Existing	483
Conservation Consult-New Projects	1,480
ZBA Comprehensive	18,375
SASO Deposits	8,000
State Election/Primary	9,102
Community Policing	27,346
Drug Control	(7,149)
Selective ot	(3,000)
EOPS	8,017
BT Response	3,733
DARE Grant	45
Walmart Economic Development	3,450
Municipal Recycling Incentive	6,870
MHOA Grt	0
Road Improvement/Neswc	144,139
Bulletproof Vests	2,652
Gates Foundation	10
Police Safety Equip	0
Rte 133 Improvements	27,367
Cable TV Gift	41,597
DARE Gift	4,784
Fire Gifts	2,203
Thermal Camera Gift	351
Dog Pound Gift	500
Vicor Sewer	5,390
Sidewalk Gift	200
Patriotic Activities Gift	7,466
Homecoming Gifts	2,060

Library Gifts	29,749
Jones Library Gift	279
CPR Program Gift	1,487
Hydrant Gift	45
Recreation Gift	3,582
Recycling Committee	388
PAL School Custodians	1,776
Shawsheen & East St Improvements	20,000
Police Gifts	335
DPW Gift	250
Tax Assistance	8,229
COA Gift	3,935
Perkins Gift	2,118
Foster School Sale	25,083
Drug Forfeitures	5,233
COA Stipends	2,146
Conservation Engineering	2,540
Wetlands Protection Fund	54,896
Police Special Detail	37,855
Fire Special Detail	2,096
Water Connection Materials	27,157
Sewer Engineering Review	2,083
School Gas Reimbursement	8,990
St. Claire Sewer Escrow	225,000
Recreation School Custodians	2,997
Youth Football Phone	(52)
Dog Fund	3,432
Sporting Fees	420
Fire Hazmat	352
Recycling/Composting Bins	531
ZBA Consulting	763
Woburn Street Improvements	25,000
Bond Revocation	10,000
Disaster Relief	1,433
Compensation Funds	580
Oakdale Plaza	48,000
Sutton Brook	75,990
Revaluation	<u>12,490</u>
Total Town Revolving/Grant Accounts	<u>1,198,575</u>

School Revolving/Grant Accounts

School Lunch	444,610
Athletics	52,180
Textbooks	3,896
Adult Education	125,056
School Bldg. Rental	9,891
School Facilities Rental	1,503
Extended Day	202,996
High School Insurance	2,672
Heathbrook Rental	9,000
Pre School	21,588
Team Chair	127,481
Met Grant	650
Literacy Project	4,695
Academic Support	814
Project Charlie	4,216
Remedial Reading	15,024
Early Childhood	5,958
FY2000 Class Size	0
Bell Atlantic Grant	2,041
Troops to Teachers	1,804
Enhanced Health	711
Enhanced Education	3,096
Improve Education Quality	11,638
UST Cleanup Grt	0
Education for Homeless Children	289

State Assessment	0
Mental Health Support	0
Early Childhood Training	0
Physical Education	(8,351)
Digital Gift	2,287
Wendy's Gift	60
School Technology Gift	4,598
Garelick Farms Gift	0
Walmart Gift	120
DARE	442
Trees	327
School Gifts	879
Ryan School Furnishings Gift	5,819
Space Day	5,217
Pelletier Scholarship	4
Middle School Gifts	1
Lan Gift	250
E-Rate	33,854
Center School Rental	6
Fleming School Rental	28
Total School Revolving/Grant Accounts	<u>1,097,350</u>

Capital Projects

Financial Software Purchase	3,319
Police Station	490
Track	6,960
Water Plant Expansion	14,359
Water Contract #20	12,819
South Fire Station	5,700
School Improvements	1,376
Wynn Middle School Study	7,387
Merrimac River Trail	(10,000)
South Street Water	3,103
Wynn School Construction	(12,074,269)
Town Hall Remodeling	6,422
Astle Street Water Tank	65,765
Center/Dewing School Improvements	3,103
DPW Building Improvements	1,396
Sidewalks	17,566
Michael St Improvments	(7,345)
Senior Center	385
Rogers St Water	13,187
Anthony Rd Water	9,809
WTP Residuals	(284,831)
Water Phase 6	26,861
Water Improvements	(64,658)
Brentwood/Kendall	(218)
Total Capital Projects	<u>(12,241,314)</u>

Sewer Enterprise

Master Sewer	<u>1,090,810</u>
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Sewers

Phase IV	33,874
Fire Station/Trahan	<u>1,473</u>
Total Sewers	<u>35,347</u>

Mass Highway Grants

Sidewalk Grant	111
Chapter 90 (MA38193)	0
Chapter 90 (MA38594)	(5,520)
Chapter 90 (MA235293)	(162)
Chapter 90 (MA9420)	(300)
Total Mass Highway Grants	<u>(5,871)</u>

Trusts	
Conservation	113,199
Foster	20,692
Pierce	1,366
Cemetery	19,247
Stabilization	187,674
Fairgrieve	314,935
Mahoney	<u>1,569</u>
Total Trusts	<u>658,682</u>
Bank Books/Bonds in Treasurer's Custody	
Planning Projects	345,000
Sewer Installers Bonds	69,500
Conservation Commission	<u>213,000</u>
Total Bank Books in Treasurer's Custody	<u>627,500</u>
Agency Funds	
Deputy Collector	4,588
Criminal History Board	0
Parks Security Deposit	0
Teen Center Snack Bar Deposit	288
Real Estate Deposits	0
Student Activities	<u>41,647</u>
Total Agency Funds	<u>46,523</u>
Debt Outstanding	
Library	2,059,200
Police Station	2,490,000
Fire Station	1,094,650
Roof Repairs	185,800
School Roof Repairs	1,384,632
Ryan School	11,547,175
High School Track	34,000
School Tank/Asbestos	117,019
DPW Tank Removal	121,550
Town Hall Annex	222,500
Sewer Andover St	30,000
Sewer Phase II	200,000
Sewer Phase III	340,000
Sewer Main St	41,188
Sewer Phase 4 Town	2,214,130
Sewer Phase 5 Town	334,350
Sewer Phase 4 Trust	953,082
Sewer Phase 5 Trust	2,275,330
Town Offices	115,200
Water Tower Repairs	249,125
Sewer Trahan/Fire Station	225,125
Center/Dewing Schools Improvements	180,000
South Street Water	174,000
Fire Station	112,000
Livingston Park	70,000
Town Hall Remodeling	69,750
Water Treatment Plant	700,000
Water Mains 5/91	1,134,180
WTP Sludge	142,080
Water Mains 5/96	431,500
WTP Expansion	2,364,846
Water Mains 10/98	195,000
Water Andover/North St	50,000
Middle School	4,696,000
Senior Center	90,000
Greenmeadow Sewer	322,000
Rogers Street Water	268,000
WTP Expansion 3	1,700,000
Water Anthony Rd	300,000
Water system	246,000

Town Wide Sewer	<u>3,978,000</u>
Total Maturing Debt	<u>43,457,412</u>
Loans Authorized/Unissued	
Master Water	1,023,160
Master Sewer	76,622,000
Bike Path	30,000
WTP Expansion II	925
Middle School I	10,280,000
Senior Center Exp	315,000
Middle School II	1,900,000
WTP Expansion III	1,300,000
Michael St	61,000
Brentwood Water	180,000
Sidewalk Construction	230,000
Sewer Seneca Road	<u>256,000</u>
Total Loans Unissued	<u>92,198,085</u>

DEBT ACTIVITY

Payments	
Water Mains	275,071
Treatment Plant	607,145
Water Tower Repairs	36,500
School: Construction	1,031,125
Roofs	362,858
Asbestos	8,400
Track	8,500
Center/Dewing Improvements	30,000
Town Offices	33,180
Tank Removal	8,690
Sewers	699,151
Library	156,800
Police Station	250,000
Fire Station	68,750
Livingston St Park	10,000
Building Roofs	11,650
South Fire	16,000
Senior Center	<u>30,000</u>
Total Principal Paid	<u>3,643,820</u>
Total Interest Paid	<u>1,854,432</u>

FY'2004 APPROPRIATION RECAP

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	500.00	500.00	0.00
Operating	100.00	0.00	100.00
SELECTMEN			
Salaries	25,802.00	25,617.80	184.20
Operating	148,258.31	143,300.82	4,957.49
MANAGER			
Salaries	350,041.73	289,622.73	60,419.00
Operating	6,541.99	3,610.75	2,931.24
FINANCE COMMITTEE			
Salaries	2,500.00	2,371.27	128.73
Operating	1,375.00	518.09	856.91
Reserve Fund	100,000.00	97,691.72	2,308.28

	APPROPRIATED	EXPENDED	BALANCE
ACCOUNTING			
Salaries	159,399.52	159,398.28	1.24
Operating	9,095.00	8,589.21	505.79
COMPUTER SERVICES			
Salaries	128,773.10	128,773.10	0.00
Operating	101,512.80	100,868.39	644.41
Outlay	60,500.00	60,446.64	53.36
ASSESSORS			
Salaries	201,025.00	198,053.05	2,971.95
Operating	25,398.00	21,003.65	4,394.35
TREASURER/COLLECTOR			
Salaries	300,058.00	299,349.11	708.89
Operating	163,708.70	161,865.81	1,842.89
TOWN COUNSEL	168,106.04	168,106.04	0.00
PERSONNEL REVIEW BOARD	200.00	0.00	200.00
ADMIN. SERVICES			
Salaries	86,238.30	86,238.30	0.00
Operating	25,161.70	23,985.44	1,176.26
Outlay	0.00	0.00	0.00
CLERK			
Salaries	199,168.00	196,925.11	2,242.89
Operating	12,209.00	11,669.78	539.22
Outlay	0.00	0.00	0.00
ELECTIONS			
Salaries	30,736.00	28,775.02	1,960.98
Operating	6,218.00	6,051.07	166.93
REGISTRARS			
Salaries	2,850.00	2,850.00	0.00
Operating	1,440.00	1,161.96	278.04
PLANNING			
Salaries	228,437.00	228,034.91	402.09
Operating	19,242.07	17,127.12	2,114.95
Outlay	0.00	0.00	0.00
CABLE TV			
Salaries	2,500.00	2,368.02	131.98
Operating	2,334.67	1,193.12	1,141.55
TOWN HALL			
Salaries	15,147.00	13,432.43	1,714.57
Operating	48,368.49	43,740.56	4,627.93
AUXILIARY BLDG. UTILITIES	31,133.51	29,760.64	1,372.87
POLICE			
Salaries	4,656,759.80	4,640,547.86	16,211.94
Operating	375,014.35	367,093.10	7,921.25
Outlay	129,770.00	129,607.02	162.98
AUXILIARY POLICE	1,800.00	1,655.35	144.65
FIRE			
Salaries	3,757,113.36	3,724,546.07	32,567.29
Operating	208,467.00	201,678.08	6,788.92
Outlay	232,078.64	231,698.13	380.51
BUILDING			
Salaries	229,516.00	228,407.21	1,108.79
Operating	7,319.00	7,015.75	303.25
Outlay	0.00	0.00	0.00

	APPROPRIATED	EXPENDED	BALANCE
EMERGENCY MANAGEMENT			
Salaries	4,547.00	4,546.96	0.04
Operating	16,042.00	15,132.26	909.74
Outlay			
DOG OFFICER			
Salaries	58,179.00	58,047.17	131.83
Operating	5,151.00	3,662.07	1,488.93
Outlay	0.00	0.00	0.00
PARKING CLERK			
Salaries	2,000.00	2,000.00	0.00
Operating	2,700.00	1,855.46	844.54
SCHOOLS			
Salaries	22,180,719.92	22,174,733.17	5,986.75
Operating	7,379,362.70	7,379,704.09	(341.39)
Outlay	0.00	0.00	0.00
REGIONAL VOCATIONAL SCH.	3,326,770.00	3,326,770.00	0.00
SCHOOL BUILDING CMTE.			
Salaries	2,000.00	0.00	2,000.00
Operating	100.00	0.00	100.00
DPW			
Salaries	2,075,619.68	2,075,619.68	0.00
Operating	-	-	0.00
Outlay	0.00	0.00	0.00
SNOW / ICE			
Salaries	76,008.00	100,255.18	(24,247.18)
Operating	124,000.00	377,854.80	(253,854.80)
Street Lighting	133,544.00	130,299.06	3,244.94
Rubbish Collection	981,120.00	981,103.32	16.68
Rubbish Disposal	1,551,671.42	1,547,134.46	4,536.96
Legal Services	29,000.00	28,054.68	945.32
Rubbish Stabilization	0.00	0.00	0.00
Recycling Programs	2,943.05	2,585.42	357.63
Cemeteries	3,000.00	3,000.00	0.00
HEALTH			
Salaries	203,230.00	201,895.72	1,334.28
Operating	36,015.99	32,116.78	3,899.21
ELDERLY			
Salaries	149,448.00	149,106.68	341.32
Operating	62,807.30	62,284.22	523.08
Outlay	0.00	0.00	0.00
VETERANS SERVICES			
Salaries	53,947.00	53,946.13	0.87
Aid	105,855.00	98,098.45	7,756.55
EXCEPTIONAL CHILDREN			
Salaries	21,825.00	21,626.55	198.45
Operating	17,122.00	16,921.39	200.61
PATRIOTIC ACTIVITIES	34,236.08	32,360.47	1,875.61
HOMECOMING			
Salaries	0.00	0.00	0.00
Operating	8,249.97	4,650.00	3,599.97
LIBRARY			
Salaries	660,094.00	636,743.13	23,350.87
Operating	334,948.77	325,784.17	9,164.60

	APPROPRIATED	EXPENDED	BALANCE
RECREATION			
Salaries	99,679.00	99,329.80	349.20
Operating	44,676.78	44,640.91	35.87
Outlay	0.00	0.00	0.00
DEBT/INTEREST			
Principal	2,944,669.00	2,944,669.00	0.00
Interest/Debt	1,583,852.00	1,583,851.10	0.90
Interest/Temp. Loans	300,000.00	300,000.00	0.00
EMPLOYEE BENEFITS			
Retirement	2,489,927.00	2,489,927.00	0.00
Teachers E.R.I.	0.00	0.00	0.00
Occup.Injury Reserve	56,129.00	56,129.00	0.00
Unemployment Comp.	47,477.09	43,010.00	4,467.09
Group Insurance	6,505,984.00	6,505,984.00	0.00
Medicare	320,673.12	320,673.12	0.00
FIRE /LIABILITY INSURANCE	487,496.91	486,124.33	1,372.58

Board of Assessors

John J Kelley, Jr, MAA, Chairman

Barbara A Flanagan

Susan Moore, MAA

Phone: (978) 640-4330

Fax: (978) 851-4849

email: assessor@town.tewksbury.ma.us

WEB SITE: <http://www.tewksbury.info.assessor>

	FY2004	FY2005
Total Taxable Value of Real Property	\$3,389,034,100	\$3,686,162,700
Total Taxable Value of Personal Property	\$106,443,240	\$104,535,430
Total Taxable Value of Real + Personal Property	\$3,495,477,340	\$3,790,698,130
Total Value of Exempt Property	\$187,194,800	\$189,447,700
Tax Rate, /\$1000		
Residential/Open Space	\$10.39	\$10.10
Commercial/Industrial/Personal	\$18.87	\$18.08
Combined	\$12.09	\$11.60
Motor Vehicle Excise	\$25.00	\$25.00
Appropriations		
Town Meeting(incl. enterprise fund)	\$71,560,192	\$72,067,740
State & County	\$398,598	\$431,608
Overlay of Current Year	\$1,090,811	\$720,755
Other Amounts To Be raised	\$811,157	\$575,709
Gross Amount To Be Raised	\$73,860,758	\$73,795,812
Other Receipts(incl. enterprise receipts)	\$31,586,498	\$29,842,244
Net Amount To Be Raised By Taxation	\$42,274,260	\$43,953,567

The Assessors' Office is open daily from 8:30am to 4:30pm with extended hours to 7:00pm on Tuesday.

Treasurer's Cash

CASH ON HAND JUNE 30, 2003	\$17,944,719.84
RECEIPTS TO JUNE 30, 2004	\$117,240,776.33
	\$135,185,496.17

PAID ON WARRANTS TO JUNE 30, 2004	(\$110,053,555.43)
BALANCE JUNE 30, 2004	\$25,131,940.74

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

SCHOOL PROJECT-CHAPTER 645, ACTS OF 1948	\$5,613,875.00
WATER PROJECT-GENERAL LAWS, CHAPTER 44	\$7,954,731.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	\$3,978,000.00
	\$17,546,606.00

STATEMENT OF TOWN DEBT FISCAL YEAR BASIS

2005	3,940,038.44
2006	3,828,784.36
2007	3,167,552.60
2008	3,056,454.02
2009	2,879,826.56
2010	2,773,130.82
2011	2,761,526.91
2012	2,535,337.68
2013	2,464,237.11
2014	2,468,154.89
2015	2,227,480.20
2016	2,226,857.63
2017	2,206,428.77
2018	1,755,000.00
2019	1,390,000.00
2020	1,090,000.00
2021	605,000.00
2022	605,000.00
2023	310,000.00
2024	310,000.00
	42,600,809.99

STATEMENT OF INTEREST FISCAL YEAR BASIS

2005	1,910,486.67
2006	1,727,930.36
2007	1,552,480.90
2008	1,425,091.94
2009	1,299,573.14
2010	1,179,417.93
2011	1,057,956.73
2012	939,428.48
2013	828,436.08
2014	716,161.54
2015	608,865.91
2016	504,549.60
2017	399,261.25
2018	298,634.99
2019	210,049.99
2020	139,650.01
2021	83,905.00
2022	55,980.00
2023	27,280.00
2024	13,640.00
	14,978,780.52

CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2004

CONSERVATION	\$113,198.42
FOSTER SCHOOL FUND	\$20,692.10
PIERCE ESSAY FUND	\$1,366.17
CEMETERY PERPETUAL CARE FUND	\$19,247.72
STABILIZATION FUND	\$187,674.11
FAIRGRIEVE MEMORIAL FUND	\$314,935.46
MAHONEY FAMILY REWARD FUND	\$1,569.33
	\$658,683.31

Tax Collector

<u>REAL ESTATE</u>	<u>F/Y2004</u>	<u>F/Y 2003</u>	<u>F/Y 2002</u>	<u>F/Y 2001</u>	<u>Prior Years</u>
COMMITMENTS	40,364,938.92				
O/S 7/1/03	(124,797.50)	477,575.56	(157,498.86)	(69,373.41)	(29,661.03)
COLLECTIONS	39,530,492.43	637,028.88	(609.08)		
ABATEMENTS	251,187.53	102,949.55	19,186.23		
REFUNDS	50,776.71	351,373.22	167,062.51	62,908.91	20,833.76
ADDED TO TAX TITLE	131,490.12	86,935.87			
ADDED TO TAX POSSESSIONS					
TAXES IN LITIGATION					
MISC ADJ	4,347.99	1,203.78	12.52		
BALANCE 6/30/04	382,096.04	3,238.26	(9,000.98)	(6,464.50)	(8,827.27)

WATER/SEWER/SEWER CONN LIENS

COMMITMENTS	252,835.65				
O/S 7/1/03	(272.06)	62,754.39			
COLLECTIONS	215,139.45	58,656.23			
ABATEMENTS	0.00				
REFUNDS	0.00				
ADDED TO TT	6,891.67	4,096.50			
ADDED TO T P	0.00				
MISC ADJ	(174.39)	(1.66)			
BALANCE 6/30/04	30,358.08	0.00			

PERSONAL PROPERTY

COMMITMENTS	2,013,955.74				
O/S 7/1/03	(120.69)	(7,020.61)	24,140.79	21,442.32	23,638.83
COLLECTIONS	1,954,146.42	16,059.84	306.32	108.78	117.45
ABATEMENTS	18,172.57	0.00	12,561.61	10,030.61	0.00
REFUNDS	32.82	38,197.14	13,750.91	456.06	20.58
MISC ADJ	(5,410.62)	(6.73)	7.87	0.00	0.00
BALANCE 6/30/04	36,138.26	15,109.96	25,031.64	11,758.99	23,541.96

MOTOR VEHICLE EXCISE

COMMITMENTS	3,265,372.07				
ADD'L COMMITMENTS		610,401.57	28,876.27	763.13	
O/S 7/1/03	0.00	215,877.75	45,374.83	24,922.65	(108.66)
COLLECTIONS	3,054,340.96	779,967.23	44,397.67	5,990.67	4,753.95
ABATEMENTS	77,630.78	54,642.61	10,901.27	932.41	26.25
REFUNDS	14,111.36	45,372.13	7,939.58	110.14	43.00
RESCINDED ABATEMENTS					4,726.05
MISC ADJ	(35.28)	579.89	3.65	(0.42)	13.90
BALANCE 6/30/04	147,476.41	37,621.50	26,895.39	18,872.42	(105.91)

Computer Services

2004 has been a even more challenging year than 2003 for the Computer Services Department. Beside the normal support issues and activities, more new application and technical research projects were started and completed. In addition, the fiscal nature of the State has had a major impact on the department; staff retirements, new hires, training, new requests, and department reorganizations. The demand to computerize Town functions has increased and stretched the CS staff capabilities. At this time, I want to thank my staff for their dedication and professionalism in these trying times: Lisa Hanson, Systems Administrator and Peter Orio, Webmaster.

SOFTWARE APPLICATIONS:

MUNIS (Town Financial Application) activities are the still the major focus of the Department:

- In preparation for the new MUNIS 2004 release, a full schedule of training classes were provided to each MUNIS user to facilitate transition to and minimize transition problems. In addition plans were generated to replace the current MUNIS server with a faster server with more disk space.
- Crystal Report was upgraded to version 9 per request from MUNIS. All in-house reports are in the process of being upgraded for use with the new version. MUNIS is generating many new Crystal reports for use but the need for other detailed Town reports continues to increase because of the nature of Town processes. Staff has become adept at creating most reports and fulfilling requests with the assistance of MUNIS support.
- Staff continues to attend certain MUNIS classes (hosted at the Town Library), state User Group meetings and the Annual User Conference (in Philadelphia, PA).
- The Town continues to be a Beta test site for software changes. This is a credit to all major users of the application and indicative in the comprehensive manner in which the application is used and continues to evolve in use. This was the long-range plan when MUNIS was originally procured.
- Many municipalities have directly contacted the Town staff inquiring about our MUNIS installation. In addition at the request of MUNIS and in cooperation with them, several formal demos were offered by Town staff to new and old customers about our use and applications in place.

PAMET (Police & Fire Dispatch application) activities are focused on the Fire Server portion only.

- PAMET was upgraded to 3.2.2 in conjunction with the Police IT staff.
- Staff working closely with Fire staff in learning to use the system better, what new features are available and help in requesting new enhancements needed by Fire staff.

VISION and RRC (Assessor applications) activities continue.

- Staff acts in more of a consulting role to Town Assessor.

LaserFiche (Document Imaging system) activities have increased.

- With the addition of MLC's in the Treasurer's office being added to the database, additional access licenses were procured so that all members of the Auditor's office and two users in the Treasurers Office can view their scanned and indexed data.

HARDWARE & SOFTWARE:

The Department continues to provide primary support to the Town User community:

- The project to replace all user Pentium I class machines was completed.
- The project to upgrade all user PC's to Windows 2000 and Office XP was completed.
- Plans are being generated to replace two old servers (Network & Print) with three new, faster servers. These are Window 2000 servers.
- A Palm Pilot was procured and installed on the Finance Director's PC.
- IPAQ's were procured for the Board of Health and are currently being installed on certain PC's. These will assist the staff in performing there daily tasks by having information with them while visiting businesses.
- Setup new E-mail server to archive incoming e-mails. Previous unit crashed.
- All user PC's and all Servers were upgraded to McAfee 7.0.

- All hubs connected to the I-Net modems were replaced with switches to improve performance and increase transfer rates thru the Town Network.

PUBLICATIONS:

The Department continues to be the publication group for the Town.

- Major projects include: Annual Town Report, Town Meeting Warrant, all Special Town Warrants, and Town Newsletters.
- In addition, the department continues:
 - to produce departmental business cards on request,
 - to scan forms and produce Word templates or documents,
 - to provide calendars for the Town Manager Warrant planning and the Recycle Committee, and
 - to provide service to transpose paper documents to Word or Excel format.
- Selected department organizational charts are maintained using Becker Chart software.

OTHER:

There continues to be an increase in the number of media reported Virus attacks. In an effort to proactively address this issue, the Department has placed more emphasis on performing the Microsoft Windows and Office Updates and monitoring that the McAfee Automatic updates are occurring on a regular basis.

With the cooperation and assistance of Shawsheen Tech, several "Basic" Microsoft training classes were offered to Town users. The classes scheduled include PC Overview, Microsoft Word, Excel, Powerpoint, Access and Office. Class books were purchased and distributed to each department for reference.

Staff is reviewing many new applications being requested by various departments: TOKAY for Water Treatment Plant, VHB Street Paving and Weather Tracking for DPW, Pictometry for Engineering, GEO/TMS, NMCOG and National Geomatica for Community Development, Idetik for Web Master, Neptune for WaterBilling, Pitney-Bowes Postage system upgrade for Town Manager, Labor Services for Administrative Services, and VISIONtablet for Assessors Office.

Staff meets with Library staff when necessary to discuss MVLC initiatives and the affect on Town IT infrastructure and Library infrastructure.

The Department also assisted in the installation of a backup generator for the Town Hall Annex. Availability of power is critical since the key Financial servers are resident here.

Computer Services continues; to directly or indirectly provide support to other town application systems; to provide additional individual user training on PC application use; to maintain and procure additional computer equipment; to provide Help Desk support; to provide consulting support on a variety of computer related issues and projects; to attend seminars and training classes to maintain and increase our knowledge level; to evaluate new hardware and software; and to attend User Group and professional meetings.

Respectively submitted,
Stephen M. Hattori
MIS Director

Webmaster Report

A special thank you to Michael Kelley for the implementation of the Tewksbury Web Site and the continued hosting of the site; we appreciate your fine work. Also, for the willingness to help and offer support.

New Additions

Enhancements to Existing Web Structure

What's New Page?

http://www.tewksbury.net/index_whats_new_additions.html

New items, Alerts, Updates, Agendas, Minutes, etc. are placed here for one click easy access. Items are archived on the respective page of the author.

Email Sign Up

http://www.tewksbury.info/E-mail%20notification/submit_e-mail.htm

Residents and other interested parties may choose to receive new material via their email. This option will allow notification as soon as the material is posted on the web site.

Report Potholes

http://www.tewksbury.net/dcd/public_works/pothole_survey.htm

This has become very successful in notifying the DPW of potholes before they become major hazards to traffic.

Report Streetlight Outages

https://www.nationalgridus.com/masselectric/account/forms/stl_outage.asp

This link allows Residents to report lamp outages directly to Mass Electric.

Scholarship Committee

http://www.tewksbury.info/Tewksbury_Scholarship_Committee/ScholarPR2005.pdf

Information and forms are available for Tewksbury students to apply for Town sponsored awards.

Sewer Project

http://www.tewksbury.info/index_quick_links_to_town_sewer_project.htm

Comprehensive information for phase plans and construction schedules for quick review.

911 Memorial

<http://www.tewksbury.info/911%20Memorial/911-memorial.htm>

How you can become a part of the development and sponsorship of Tewksbury's memorial to all of the 911 victims.

Sidewalk Committee

<http://www.tewksbury.com/tsc/>

Enjoy a PowerPoint presentation of the master plan for implementation of sidewalk construction in the Town of Tewksbury.

Establishment of Adobe Portable Document Format, (PDF)

The client upon downloading the free Adobe Reader will have access to documents saved in the PDF format.

We are continuing the development of interactive buttons for clearer navigation of the web site.

A new addition to every site is the incorporation of an Agenda Folder and Minutes Folder. Upon visiting each Board or Department Page, the viewer has the ability to peruse current and past agendas and minutes. The exception to this is the particular Board or Department having a maximum time limit on viewing.

New Projects

Enhancements to Existing Town Departments and Web structure

Development of a robust search engine. This requires the ability to search sub webs as well as primary web. There are a number of programs available and I hope to do trials before deciding on a particular program.

GIS. As a member of the GIS Committee, I fully support the implementation of GIS on the Town of Tewksbury Web Site. I believe this will benefit the Town agencies and the web site.

Q Content. This is a software suite for enhancing the interactivity of the web site. I have tested some of the features.

GlobalScape Web Survey. This piece of software would allow polling of the citizens concerning a specific issue.

Continuing Projects

Short and Long Term Duration

GIS will be a phased project over a period driven by Town implementation and fiscal resources.

Software changes and additions. Potential change to Dreamweaver or a coexistence of FrontPage and Dreamweaver.

The addition of Plug-ins and software extras as Town Departments develop programs and awareness for the use of these additions.

Planned updating of the Tewksbury Web Site to promote the Town and improve the sophistication of the visual aspects of the site.

Web Site Related Meetings

Maintain contact with Town Department Colleagues

GIS Committee

MIS Committee for the improvement of the web site

Attendance of meetings that have direct impact on the web site

Maintenance of Town Web Site

Posting of Agenda, Minutes, and Notices: By-law changes; etc, in a timely manner for Departments and Boards.

Consultation with key personal on various boards and departments concerning their specific web pages

Person to person meetings when requested to offer suggestions and help.

E-mail and/or telephone support to help with technical issues.

Backup and Sub-Backup Routines

Weekly backups on mirror hard drive and CD-RW.

Monthly backups on CD-R.

Files

All web related mail saved electronically

Web related requests saved as hard copies with changes notated.

Questionnaires and Approvals on file.

Web Placement Request Page.

Respectfully submitted,
Peter Orio Jr.
Webmaster

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EMPLOYEE EARNINGS

TOWN EMPLOYEE EARNINGS

	Regular	OT/Other	Total		Regular	OT/Other	Total
<u>ADMINISTRATIVE SERVICES:</u>				Belida, Robert A.	56,871.54	9,142.06	66,013.60
Rose, William A.	44,185.76		44,185.76	Brothers, Michael S.	12,050.77	1,393.02	13,443.79
Sitar, Melanie G.	43,684.22		43,684.22	Burris, William R.	28,684.88		28,684.88
<u>ASSESSOR:</u>				Chandler, Kenneth	49,949.46	9,976.89	59,926.35
Callahan, Edward D.	11,833.80		11,833.80	Chandler Jr, William	65,427.05	4,788.77	70,215.82
Flanagan, Barbara A.	1,300.00		1,300.00	Conlon, Kevin M.	55,557.62	4,503.25	60,060.87
Foley, Joanne P.	1,977.95		1,977.95	Deroche, George W.	62,969.26	15,658.54	78,627.80
Kelley, John J.	66,840.05		66,840.05	Donovan, Michael B.	49,248.68	6,764.09	56,012.77
MacGilvray, Anne M.	2,104.87		2,104.87	Duhani, Toma	78,908.99		78,908.99
Moore, Susan E.	1,300.00		1,300.00	Gath, Brian R.	53,902.66	7,883.20	61,785.86
Powers, Patricia A.	35,489.73		35,489.73	Giannetti, Frank P.	53,828.69	1,535.32	55,364.01
Singleton, Christine .	39,374.14		39,374.14	Gilbert, Kenneth T.	8,045.07		8,045.07
Traub, Linda M.	42,657.58		42,657.58	Gilbert, Lawrence J.	51,067.84	10,388.03	61,455.87
<u>AUDITORS:</u>				Gitschier, Erik R.	48,852.19	9,675.50	58,527.69
Gill, Donna J.	61,038.93		61,038.93	Hirtle, Mathew T.	39,246.03	6,630.70	45,876.73
Walsh, Donna M.	80,876.08		80,876.08	Hudson, Royal R.	20,476.12		20,476.12
<u>BOARD OF SELECTMEN:</u>				Kane, Lawrence G.	55,391.95	2,388.65	57,780.60
Coldwell, Charles E.	5,189.95		5,189.95	Ladderbush, Marlene M.	24,689.14	1,288.24	25,977.38
Dennehey, Charlene A.	1,331.09		1,331.09	Layne, Kenneth W.	37,551.61	417.30	37,968.91
Gill, Joseph P.	5,640.18		5,640.18	Lightfoot, Ernest J.	65,875.90	25,404.91	91,280.81
Sears, Douglas W.	4,922.83		4,922.83	Lightfoot, James M.	58,253.81	6,306.26	64,560.07
Selissen, Jerome E.	4,999.54		4,999.54	MacGilvray, Allan P.	5,039.92		5,039.92
Tecce, Heather E.	2,876.60		2,876.60	Marion, Bernard H.	46,169.13	4,075.90	50,245.03
<u>BUILDING DEPARTMENT:</u>				Marion II, Louis E.	40,264.77	1,805.36	42,070.13
Cathcart, Dawn E.	40,207.07		40,207.07	McCarthy, William J.	2,132.88	646.53	2,779.41
Colantuoni, Richard A.	72,089.18		72,089.18	Miner Jr, Robert H.	49,782.12	7,154.53	56,936.65
Delaney, Jeremiah	22,925.00		22,925.00	Monahan, Linda M.	52,812.15		52,812.15
Hennessy, Patricia	10,362.79		10,362.79	Nolan, James E.	11,729.49		11,729.49
Johnson, Edward P.	59,340.77		59,340.77	Patterson, Susan M.	34,761.68		34,761.68
Macpherson, Russell R.	1,700.00		1,700.00	Peters, Michael D.	55,907.49	8,246.57	64,154.06
Mazzuchi, Catherine	680.82		680.82	Privetera, Melissa L.	8,385.80	476.64	8,862.44
Milano, Nancy J.	15,482.23		15,482.23	Richards, Clarence A.	3,474.39		3,474.39
O'Keefe, Nancy A.	9,418.03		9,418.03	Salerno, John M.	49,611.10	12,086.75	61,697.85
Sargent, David	22,500.00		22,500.00	Stoddard, Richard E.	60,338.13	19,367.26	79,705.39
Sullivan, Harold J.	1,275.00		1,275.00	Stronach, Timothy	53,885.80	8,366.67	62,252.47
<u>CABLE TV:</u>				Sweet, Bruce A.	57,464.35	7,151.16	64,615.51
Doherty, Shane W.	182.25		182.25	Vieweg Jr, Edward L.	54,200.23	6,962.43	61,162.66
Harkins, Robert M.	155.25		155.25	Vonkahle, Steven J.	34,644.88	631.15	35,276.03
Hicks, David H.	861.65		861.65	Ward, Jack W.	54,616.66	10,332.73	64,949.39
Smith, Cory D.	708.78		708.78	Westaway, Richard L.	59,057.12	4,521.05	63,578.17
<u>COMPUTER SERVICES:</u>				Wilkinson Jr, William J.	65,172.04	16,258.68	81,430.72
Hanson, Lisa A.	45,850.20		45,850.20	Wood, Mark P.	24,249.20	6,521.22	30,770.42
Hattori, Stephen M.	82,208.70		82,208.70	Zediana, Lewis W.	75,904.99	2,832.59	78,737.58
Orio Jr, Peter F.	5,190.00		5,190.00	<u>DOG OFFICER:</u>			
<u>COUNCIL ON AGING:</u>				Collins, Walter	10,350.59		10,350.59
Brabant, Linda R.	66,352.06		66,352.06	Sitar, James D.	985.96		985.96
Geddry, Sandra A.	1,776.00		1,776.00	<u>ELECTION OFFICERS:</u>			
Hazel, Carol A.	43,680.74		43,680.74	Bairstow, Laurence B.	1,311.00		1,311.00
Kent, Jean W.	3,276.00		3,276.00	Bairstow, Suzanne R.	193.00		193.00
Noel, Robert S.	38,006.94	4,557.89	42,564.83	Beattie, Eleanor M.	274.00		274.00
Villandry, Anne A.	1,428.00		1,428.00	Beattie, Mary	542.00		542.00
Wallace, Doris M.	10,608.00		10,608.00	Belbin, Calvin H.	196.00		196.00
<u>DEPARTMENT OF PUBLIC WORKS:</u>				Belbin, Evelyn M.	130.00		130.00
Austin, David L.	2,178.75		2,178.75	Brenden, Virginia F.	72.00		72.00
Beland, Marc W.	9,295.77	1,333.03	10,628.80	Brothers, Joan A.	320.00		320.00
				Bullen, Susan M.	568.00		568.00
				Callahan, Anne M.	647.00		647.00
				Carroll, Alice A.	809.50		809.50
				Casazza, Mary A.	1,275.00		1,275.00
				Chandler, Barbara L.	452.00		452.00
				Conlon, Phyllis E.	586.00		586.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Coviello, Anne B.	544.00		544.00
Coviello, John	615.00		615.00
Coyle, Rita	1,266.00		1,266.00
Cremins, Eleanor J.	40.00		40.00
Cuskey, Lorraine M.	8,830.61		8,830.61
D'Amico, Bertha M.	930.50		930.50
DiBella, Mary P.	114.00		114.00
Doucette, Ellen L.	308.00		308.00
French, Carolyn J.	352.00		352.00
French Jr, Warren J.	428.00		428.00
Gardner, Elizabeth A.	56.00		56.00
Gibson, Philomena	236.00		236.00
Golen, Alice	1,155.00		1,155.00
Hadley, Shirley C.	164.00		164.00
Hagerty, Joan A.	176.00		176.00
Haines, Donna G.	434.00		434.00
Haines, Elinor T.	542.00		542.00
Hair, Helen A.	374.00		374.00
Hanson, Susan A.	228.00		228.00
Heider, Florence A.	124.00		124.00
Hoell, Alice E.	164.00		164.00
Hurton, Priscilla	406.00		406.00
Iandolo, Grace R.	416.00		416.00
Keefe, Ellen M.	970.50		970.50
Kobelski, Carol M.	572.00		572.00
Krugh, Rosemarie A.	1,299.00		1,299.00
Lambert, Barbara M.	120.00		120.00
Lambert, Wilfred A.	120.00		120.00
Larffarello, Mary R.	538.00		538.00
Lefave, Vema T.	646.00		646.00
Linscott, Jane A.	180.00		180.00
Luongo, Yolanda	647.50		647.50
Lynch, Bernice L.	52.00		52.00
Magro, Marie T.	782.00		782.00
Maher, Katherine M.	632.00		632.00
Maloney, Marie E.	184.00		184.00
Marzeoli, Donald M.	120.00		120.00
Maxwell, Aureo G.	528.00		528.00
McGloughlin, Rosalie C.	214.00		214.00
McGrath, Dorothy E.	830.00		830.00
McKenna, Rose M.	590.00		590.00
McNamara, Patricia M.	492.00		492.00
Meehan, James W.	302.00		302.00
Morelli, Ann M.	230.00		230.00
Murray, Carol H.	48.00		48.00
Muse, Stephanie L.	62.00		62.00
Nawossa, Nicholas J.	268.00		268.00
Nichols, Mary Anne	1,332.00		1,332.00
Niles, Mildred A.	524.00		524.00
O'Brien Dee, Rita	862.00		862.00
Paone, Marguerite I.	182.00		182.00
Patterson, Stephen R.	778.50		778.50
Pepin, Mary	464.00		464.00
Perrotta, Teresa M.	88.00		88.00
Pilcher, Mary	978.00		978.00
Pollard, Gail A.	104.00		104.00
Power, Daniel E.	172.00		172.00
Power, Elena	172.00		172.00
Pozerski, Jeanette	795.00		795.00
Sartori, Anita	120.00		120.00
Sederquist, Evelyn	595.00		595.00
Shaw, Phyllis H.	148.00		148.00
Sprague, Bernice	1,314.00		1,314.00
Stanley, Christina R.	1,020.00		1,020.00
Stanton, Helen F.	244.00		244.00
Wolfe, Cecilia T.	825.00		825.00

EXCEPTIONAL CHILDREN:

Byrne, Thomas J.	1,312.00	1,312.00
Carapellucci, Matthew J.	1,492.00	1,492.00
Doherty, Kevin M.	1,925.00	1,925.00
D'Onofrio, Aleece E.	2,387.00	2,387.00

Flynn, Chester H.	4,471.24	4,471.24
Rose, Ashley L.	1,240.00	1,240.00
Smolinsky, Danielle E.	1,528.00	1,528.00
Starling, Stephanie C.	1,168.00	1,168.00
Sullivan, James M.	2,744.00	2,744.00
Witham Jr, Stephen T.	1,288.00	1,288.00

FINANCE COMMITTEE:

D'Entremont, Leann K.	2,550.55	2,550.55
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FIRE DEPARTMENT:

Austin, Scott D.	48,185.50	10,334.32	58,519.82
Brothers, Patrick M.	48,914.57	11,726.80	60,641.37
Brothers, William P.	52,271.40	14,018.51	66,289.91
Bruce, James W.	50,231.75	9,906.90	60,138.65
Burris, John W.	62,857.60	8,007.03	70,864.63
Calistro, Robert B.	63,054.45	8,335.55	71,390.00
Callahan, Michael P.	62,753.06	12,326.28	75,079.34
Carney, David A.	53,977.87	15,530.49	69,508.36
Coviello, Virginia H.	5,031.98		5,031.98
Dogherty, Joseph S.	52,400.88	6,028.37	58,429.25
Doherty, Patrick S.	53,273.25	15,464.84	68,738.09
Forero, Oscar O.	53,926.57	11,751.22	65,677.79
Fortunato, Joseph C.	55,784.35	15,173.72	70,958.07
Fowler, John R.	42,200.01	9,506.08	51,706.09
Fowler, Robert A.	62,817.11	16,465.37	79,282.48
Giasullo, Jeffrey	52,653.95	13,340.91	65,994.86
Giasullo Jr, James A.	52,429.51	7,747.62	60,177.13
Gillis, Joseph S.	49,298.31	1,262.14	50,560.45
Gosse, William R.	49,326.26	10,898.06	60,224.32
Gourley Jr, Russell W.	58,379.08	8,562.10	66,941.18
Greer Jr, Donald	58,511.66	17,099.75	75,611.41
Guttadauro, Paul F.	52,602.11	8,614.33	61,216.44
Hamm, Richard E.	61,977.55	11,049.25	73,026.80
Hazel, Michael A.	69,777.68	12,368.34	82,146.02
Holden, Timothy J.	53,357.73	10,514.74	63,872.47
Hurley, Brian J.	50,011.14	7,842.80	57,853.94
Karlberg, David R.	54,576.75	18,078.61	72,655.36
Kearns, Joseph W.	56,132.43	11,343.78	67,476.21
Keddie, Scott A.	66,488.65	20,147.83	86,636.48
Kerr, Gary O.	64,703.32	11,536.65	76,239.97
Lawrie, Dale M.	49,156.89	2,882.11	52,039.00
Levy, David W.	66,817.10	11,537.77	78,354.87
Levy Jr, David W.	49,334.90	14,039.04	63,373.94
Lightfoot, John K.	19,138.64		19,138.64
Little, Robert	51,674.40	13,012.75	64,687.15
Mackey, Richard	85,889.86	8,502.40	94,392.26
McGlaflin, Russell J.	56,385.85	9,198.94	65,584.79
Merrill, Michael B.	40,582.91	9,345.25	49,928.16
Merrill Morgado, Christina	46,811.29	10,901.86	57,713.15
Murphy Iv, Thomas J.	18,084.88	1,745.57	19,830.45
Niven, Timothy	63,082.00	13,385.65	76,467.65
O'Neill, John	12,675.18		12,675.18
Perry, Susan M.	35,938.34	227.92	36,166.26
Powers, Stephen M.	58,832.66	10,667.74	69,500.40
Reed, Bruce A.	25,282.23		25,282.23
Rosemond, Alan L.	53,091.56	13,236.92	66,328.48
Ryan, James P.	78,005.89	23,188.99	101,194.88
Ryan, Thomas	112,298.28		112,298.28
Sandberg, Kenneth J.	49,129.42	17,569.79	66,699.21
Sawicki, Daniel D.	18,053.19	1,931.57	19,984.76
Sitar, Daniel J.	53,145.48	11,358.23	64,503.71
Sitar Jr, Michael W.	73,213.40	17,536.56	90,749.96
Small, Daniel T.	52,440.57	8,258.78	60,699.35
Spencer, Steven M.	52,273.77	15,949.74	68,223.51
Vasas, Albert J.	61,405.41	16,724.28	78,129.69
Viscione, Jon	62,263.79	8,709.17	70,972.96
Vonkahle, Vance	57,052.87	1,487.11	58,539.98
Yost, Daniel W.	17,968.87	3,281.59	21,250.46
Yost, George	108,743.06		108,743.06

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>HEALTH DEPARTMENT:</u>			
Carbone, Thomas G.	72,315.35		72,315.35
Cho, Kathy H.	1,226.40		1,226.40
Churchill, Thomas S.	82.82		82.82
Desmond, Virginia F.	22,371.78		22,371.78
Fernald, Brian G.	33,670.94		33,670.94
French, Phillip L.	82.82		82.82
Gorras, Pamela J.	2,825.77		2,825.77
McCarthy, Jennie M.	350.00		350.00
Sheehan, Edward J.	350.00		350.00
Trearchis, Dean	56,430.90		56,430.90
Westaway, Barbara	50,441.82		50,441.82
Wilkie, Stephanie J.	450.00		450.00

<u>LIBRARY:</u>			
Bangs, Judy A.	30,096.94	3,110.94	33,207.88
Berlik, Elizabeth M.	41,084.84	288.35	41,373.19
Cote, Amanda J.	3,365.01		3,365.01
Couture, Noelle B.	41,108.84	669.42	41,778.26
Crowe, John J.	35,838.46	1,538.39	37,376.85
Desmarais, Elisabeth	84,879.85		84,879.85
Ditullio, Patricia M.	14,318.39		14,318.39
Faherty, Cheryl A.	24,536.89		24,536.89
Fowler, Marilyn H.	29,946.58	776.49	30,723.07
Goodchild, Christine L.	42,822.99	846.29	43,669.28
Grasso, Karen A.	32,103.83	316.17	32,420.00
Holland, Gail M.	32,065.21	1,348.89	33,414.10
Holland, Stacey R.	2,909.25		2,909.25
Kutcher, Mary E.	4,994.26		4,994.26
Lightfoot, Jamie M.	18,951.10	566.96	19,518.06
MacDonald, Mary B.	679.84		679.84
MacLeod, Heather I.	25,179.31	1,148.21	26,327.52
Medina, Eric D.	492.75		492.75
Mooney, Helen D.	5,106.67	170.22	5,276.89
Mullane, Lauren D.	2,527.91		2,527.91
Newton, Jennifer E.	29,051.84	1,512.97	30,564.81
O'Toole, Nancy E.	891.00		891.00
Pino, John J.	553.22		553.22
Rose, Eric W.	6,213.02		6,213.02
Salvato, Joyce	37,991.90	130.25	38,122.15
Silveira, Patricia A.	8,579.96		8,579.96
Toombs, Mary E.	47,650.54		47,650.54
Toppin, Joanne R.	33,350.34	2,101.57	35,451.91
Weinryb Grohsgal, Leah	36,590.13	661.21	37,251.34

<u>MODERATOR:</u>			
Coakley, James P.	500.00		500.00
Kelley, Michael P.	75.00		75.00

<u>PLANNING BOARD:</u>			
Bradley, Alison M.	1,617.82		1,617.82
DeMeo, Lisa E.	53,330.91		53,330.91
DiPrimio, Linda A.	42,220.59		42,220.59
Fowler, Robert	425.00		425.00
Miggos, Loretta	7,495.14		7,495.14
Plunkett, David J.	1,112.50		1,112.50
Polchlopek, Walter S.	51,807.08		51,807.08
Reed, Nancy L.	850.00		850.00
Romano, Cheryl A.	2,120.12		2,120.12
Sadwick, Steven J.	83,378.89		83,378.89
Spada, Vincent W.	937.50		937.50
Sweet, Frank R.	850.00		850.00

<u>POLICE DEPARTMENT:</u>			
Barry, John E.	73,947.71	6,415.15	80,362.86
Biewener, James P.	40,769.34	4,312.61	45,081.95
Bjorkgren, Robert M.	43,782.21	1,522.79	45,305.00
Bolton, Leonard	2,471.63		2,471.63
Budryk, Robert	85,432.12	13,289.07	98,721.19
Bush, Stephanie M.	811.72		811.72
Capuano, Karen M.	44,724.34	2,193.90	46,918.24
Carey, Patrick R.	40,559.96	9,506.27	50,066.23

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Casey, John M.	42,886.28	2,866.40	45,752.68
Casey, Thomas M.	54,429.27	12,908.30	67,337.57
Columbus, Ryan M.	65,151.08	11,021.23	76,172.31
Cooke, Thomas M.	48,548.41	13,195.23	61,743.64
Cooper, Therese J.	3,598.61		3,598.61
Coviello, Christopher J.	72,615.36	11,561.73	84,177.09
Delucia Jr, Joseph F.	5,550.77		5,550.77
Deroche, David G.	5,096.88		5,096.88
DiCalogero, Anthony	7,767.09		7,767.09
DiCalogero, Cynthia J.	974.07		974.07
Doherty Jr, Paul E.	51,016.14	13,631.30	64,647.44
Donovan, Alfred P.	102,416.73		102,416.73
Downey, Jennifer L.	40,063.48	8,263.45	48,326.93
Famum, Brian J.	14,893.76		14,893.76
Field, Robert D.	68,129.19	17,151.49	85,280.68
Fluet, Marc A.	4,807.18	666.00	5,473.18
Ford, Ralph F.	25,815.19		25,815.19
Gaynor, Scott P.	65,219.43	6,030.85	71,250.28
Godin, David E.	43,880.99	2,307.86	46,188.85
Gonzalez, Andre	54,897.65	9,945.98	64,843.63
Griffin, Kimberly A.	38,133.25	3,727.15	41,860.40
Gundrum, Denise L.	12,006.10		12,006.10
Hadley, Herbert	67.39		67.39
Hanley, Eric E.	54,039.05	4,724.70	58,763.75
Harrington, Mark E.	32,306.01	444.24	32,750.25
Harrington, Patrick J.	56,067.97	4,910.41	60,978.38
Hazel, George W.	86,374.70	12,902.79	99,277.49
Higginbotham, Maryellen	57,047.08	342.71	57,389.79
Hollis, James H.	59,230.29	18,990.81	78,221.10
Jop III, Walter J.	58,287.09	10,005.33	68,292.42
Kandrotas, Stephen	8,150.55		8,150.55
Kelley, Joseph C.	32,207.16	709.02	32,916.18
Kelly, Timothy W.	69,867.04	11,702.65	81,569.69
Kennedy, Alice M.	43,683.03		43,683.03
Kerber, Daniel P.	56,876.20	10,194.44	67,070.64
Lafortune, Raymond C.	59,230.21	9,205.38	68,435.59
Law, Douglas M.	67.39		67.39
Layne, Debra A.	30,277.78		30,277.78
Layne, Keith R.	8,950.20		8,950.20
Layne, Warren R.	537.00		537.00
Layne, William D.	99,619.63		99,619.63
Lightfoot, Jennie A.	60,323.80	5,635.88	65,959.68
Mackey, John	25,367.50		25,367.50
Manley, Mary T.	13,171.26		13,171.26
Martin, Edward L.	15,206.74		15,206.74
McKenna, James	84,377.83	15,599.22	99,977.05
McLaughlin, Neil F.	25,695.78	1,057.02	26,752.80
McLeod, Kathryn Q.	58,002.53	1,593.29	59,595.82
McMahon, Markus E.	58,267.00	11,110.08	69,377.08
Miano, David M.	13,318.17	1,449.42	14,767.59
Morris, Constance	40,885.65	1,330.88	42,216.53
Mosher, Beverly B.	133.95		133.95
Mulvey, Jessica L.	57,052.33	2,343.99	59,396.32
Newton, Eileen	37,749.68		37,749.68
Newton, Sonia M.	5,865.97		5,865.97
Papleacos Jr, Stephen N.	36,315.09	1,013.93	37,329.02
Perry, Henry	9,643.75		9,643.75
Perry, Mark	69,970.22	8,943.13	78,913.35
Peterson, Dennis	85,326.86	21,842.82	107,169.68
Peterson Jr, Dennis J.	34,876.48	644.02	35,520.50
Piccolo, Arthur M.	47,587.12	2,953.52	50,540.64
Piccolo Jr, Albert A.	54,510.44	7,188.28	61,698.72
Poisson, Karen A.	40,624.25	6,579.48	47,203.73
Porter, Kim M.	40,173.12	3,159.17	43,332.29
Powers, John R.	88,287.45	13,339.42	101,626.87
Powers, Nathaniel P.	6,317.90		6,317.90
Pratt Jr, Douglas E.	36,213.57	391.03	36,604.60
Reese, Keren J.	33,245.54	633.44	33,878.98
Reese, Kevin	61,591.70	12,534.69	74,126.39
Regan, Peter L.	44,687.03	1,952.20	46,639.23
Riccardi, Kimberly A.	52,917.46	4,069.37	56,986.83
Ringwood, Paul	5,926.13		5,926.13

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Schofield, Bradford E.	34,432.85		34,432.85
Schwalb Jr, William L.	51,075.28	419.39	51,494.67
Scott, Christopher M.	52,951.85	4,637.07	57,588.92
Sheehan, Michael P.	49,295.35	104.34	49,399.69
Sheehan, Timothy B.	93,591.89	847.78	94,439.67
Small, Matthew L.	39,378.71	1,743.46	41,122.17
Stephens, Allan S.	9,359.12		9,359.12
Stephens, Robert A.	77,610.96	5,483.16	83,094.12
Stotik, Patricia J.	43,681.71	365.99	44,047.70
Suarez, Jeffrey	49,133.41	6,979.74	56,113.15
Sullivan, Edward M.	48,591.45	1,134.40	49,725.85
Torres, Steven M.	40,370.24	3,183.61	43,553.85
Voto, John S.	79,716.49	21,688.51	101,405.00
Warren, Brian	66,949.20	6,059.36	73,008.56
Westaway, Robert L.	70,055.65	6,260.23	76,315.88
Williams Jr, James F.	66,560.42	8,315.63	74,876.05
Worth, Garin F.	40,337.70	2,471.40	42,809.10

RECREATION DEPARTMENT:

Amato, Nicholas C.	16,115.00		16,115.00
Bancroft, Lisa M.	1,100.00		1,100.00
Barry, Cornelius J.	48,326.00	3,421.38	51,747.38
Bibo, Ashley A.	2,492.00		2,492.00
Bibo, Donald L.	3,250.50		3,250.50
Bibo, Lauren N.	5,984.00		5,984.00
Byrne, Christopher A.	1,604.00		1,604.00
Canada, Daniel L.	6,385.50		6,385.50
Coppi, Matthew J.	17,737.50	379.50	18,117.00
Coppi, Michelle E.	1,404.00		1,404.00
Deshler Jr, Michael T.	10,912.00	313.50	11,225.50
Duffy, Barbara E.	2,512.00		2,512.00
Duffy, David J.	2,812.00		2,812.00
Duffy, James J.	1,160.00		1,160.00
Duffy, Lianne .	3,916.00		3,916.00
Favreau, Derek R.	8,184.00	396.00	8,580.00
Favreau, Scott M.	6,039.00		6,039.00
Ganchi, Michael A.	10,032.00		10,032.00
Hamm, Maria C.	3,855.50		3,855.50
Heald, Douglas J.	1,523.50		1,523.50
Jarek, Ryan A.	3,877.50		3,877.50
Morris, Mark D.	7,814.00		7,814.00
Mulligan, Colleen	5,240.00		5,240.00
Mulligan, Kathleen M.	27,497.64	1,166.77	28,664.41
Mulligan, Thomas P.	3,932.50		3,932.50
Mulloy, Thomas J.	2,992.00		2,992.00
Nolan, Robert J.	55,195.64	1,547.62	56,743.26
O'Brien, Courtney	1,404.00		1,404.00
O'Leary, Shauna L.	1,772.00		1,772.00
Patterson, Roy E.	73,568.97		73,568.97
Pelletier, Janel M.	4,361.50		4,361.50
Scott, Suzanne L.	4,339.50		4,339.50
Sitar III, Michael W.	5,978.50		5,978.50
Sullivan, Kelli R.	2,772.00		2,772.00
Surette, Kristen M.	2,084.00		2,084.00
Taber, Erik C.	1,612.00		1,612.00
Tammik, Daniel E.	3,327.50		3,327.50
Walsh, Sean M.	3,877.50		3,877.50

REGISTRARS:

Bennett, Beverly A.	500.00		500.00
Creamer, Edward D.	500.00		500.00
Ordway, Donald R.	500.00		500.00

TOWN CLERK:

Beecher, Paula M.	12,415.68		12,415.68
Carey, Elizabeth A.	68,712.50		68,712.50
Garrant, Kathleen M.	64,200.01	5,699.41	69,899.42
Grafteo, Denise	26,718.06	1,384.93	28,102.99
Hickford, Gina M.	32,181.71		32,181.71
Turcotte, Sandra E.	28,455.49		28,455.49

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>TOWN HALL:</u>			
Ray, Sandra M.	6,378.50		6,378.50
Thayer, Dale A.	6,957.09		6,957.09

TOWN MANAGER:

Barbeau, Sandra A.	73,156.00		73,156.00
Chambers, Helen M.	54,681.60		54,681.60
Cressman, David G.	122,182.05		122,182.05
Hudson, Edwina M.	60,442.69		60,442.69

TREASURER COLLECTOR:

Blakeney Jr, William L.	55,301.40	614.00	55,915.40
Deshler, Teresa C.	28,801.65	236.91	29,038.56
Ewing, Lucille M.	36,382.30	73.14	36,455.44
Gath, Debra	24,320.18		24,320.18
Johnson, Elizabeth L.	3,762.95		3,762.95
Langlois, Lorraine M.	42,599.70	557.19	43,156.89
Lightfoot, Dorothy A.	61,001.69		61,001.69
Manfra, Eleanor	13,235.57		13,235.57
Smith, Janet K.	55,584.23		55,584.23
Sullivan, David M.	2,248.41		2,248.41

VETERANS:

Williams, James F.	32,111.57		32,111.57
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SCHOOL EMPLOYEE EARNINGS

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Abate-Upson, Cynthia	58,056.10		58,056.10	Brigida, Robert M	52,570.23		52,570.23
Adams, Mary Louise B	54,760.09		54,760.09	Brimer, Catherine	66,125.73		66,125.73
Adams, Robin J	10,055.37		10,055.37	Brooks, Jennifer M	58,442.77		58,442.77
Ahearn, Denise	575.11		575.11	Bucci, Mary Jane	117.00		117.00
Aiello, Mary Beth J	50,739.30		50,739.30	Buckley, Maureen A	53,544.04		53,544.04
Allard, Judith M	39,076.31		39,076.31	Buckley, William Q	57,084.59		57,084.59
Allen, Lynnette W	14,700.06		14,700.06	Buehler, Deborah J	1,526.36		1,526.36
Alukonis, Linda	2,010.60		2,010.60	Burke, Joseph E	40,227.94		40,227.94
Anderson, Elizabeth J	186.98		186.98	Buss, Michael J	57,640.35		57,640.35
Anderson, Hilary J	58,931.57		58,931.57	Byrnes, Antoinette	65,773.73		65,773.73
Anderson, Kathleen	50,839.30		50,839.30	Byrnes, John	45,552.90		45,552.90
Angelo, Emily	1,214.85		1,214.85	Callanan, Eileen F	15,303.13		15,303.13
Angelo, Laurie	9,493.57		9,493.57	Calouro, Nevla	212.63		212.63
Araujo, Henrietta L	62,539.56		62,539.56	Cameron, Allison E	19,993.65		19,993.65
Arnold, Jennifer R	34,931.78		34,931.78	Camire, Richard	57,954.23		57,954.23
Audette, Marsha	42,109.81		42,109.81	Caracoglia, Jennifer L	9,615.17		9,615.17
Austin, Linda J	51,166.59		51,166.59	Carey, Gertrude M	68,786.77		68,786.77
Aylward, Brian	71,888.02		71,888.02	Carey, Kevin R	48,439.91		48,439.91
Aylward, James	9,258.89		9,258.89	Carey, Michael P	48,057.77		48,057.77
Aylward, Norma J	28,702.66		28,702.66	Carpenito, Thomas A	35,691.52		35,691.52
Aylward, Robert W	99,497.36		99,497.36	Carson, Carolyn	4,147.94		4,147.94
Aylward Jr, Robert W	4,197.00		4,197.00	Carter, Linda	12,609.88		12,609.88
Bachta, Allyson M	49,696.70		49,696.70	Casey, Kathleen	12,479.04		12,479.04
Baker, Kathleen	5,438.60		5,438.60	Castiglione, Linda	9,979.37		9,979.37
Baker O'Brien, Karen M	13,053.81		13,053.81	Catherwood Jr, William W	36,855.02		36,855.02
Bancroft, Karen J	49,975.68		49,975.68	Chace, Ethel M	63,438.78		63,438.78
Barbato, Katie M	2,943.00		2,943.00	Chan, Marjorie J	22,190.48		22,190.48
Barbera, Tina	177.28		177.28	Chemaly, Jeffrey S	7,703.15		7,703.15
Barboza, Anna	1,119.01		1,119.01	Ciambella, Joan	52,855.83		52,855.83
Barnett, Sandra	54,010.65		54,010.65	Ciccolella, Elaine P	18,692.20		18,692.20
Barnett, Susan K	58,806.10		58,806.10	Cintolo, Karen	58,312.23		58,312.23
Basteri, Andrea	687.50		687.50	Clarke, John C	2,932.62		2,932.62
Basteri, Cynthia A	91,082.18		91,082.18	Cocca, Karen A	124.65		124.65
Basteri Jr, Lawrence J	73,473.15		73,473.15	Cochran, Rose M	27,859.38		27,859.38
Beaulieu, Linda	4,709.60		4,709.60	Colantuoni, Adam C	43,958.46		43,958.46
Bedard, Maureen	13,182.22		13,182.22	Cole, Judith	9,443.64		9,443.64
Bednarek, Linda S	274.14		274.14	Colman, Judith	36,467.80		36,467.80
Beecher, Paula M	564.92		564.92	Comer, Alexandra E	48,332.48		48,332.48
Belmonte, Joanne D	4,861.25		4,861.25	Conlon, Marjorie	59,796.21		59,796.21
Bender, Helena A	634.22		634.22	Conlon, Thomas	64,556.13		64,556.13
Bennett, Bonnie	4,243.58		4,243.58	Connell, Kathleen J	60,207.52		60,207.52
Bennett, Elaine M	17,576.41		17,576.41	Connell, Loriana	204.64		204.64
Benning, Kristine	17,092.86		17,092.86	Connolly, Ellen M	108.28		108.28
Benvenuto, Kathleen M	5,383.41		5,383.41	Conrad, Cheryl D	83.10		83.10
Berglund, Karen	2,098.24		2,098.24	Consaul, Scott J	2,833.32		2,833.32
Bettencourt, Sandra C	62,300.19		62,300.19	Conway, Karla	86,282.03		86,282.03
Bibo, Lauren N	18,680.11		18,680.11	Coppola, Paula B	35,321.56		35,321.56
Bilodeau, Cathleen	60,322.53		60,322.53	Corsino, Anthony	1,707.50		1,707.50
Black, Dale D	59,465.52		59,465.52	Cote, Christine	10,268.01		10,268.01
Blackstone, Jeanne F	28,213.13		28,213.13	Cote, Peter C	5,381.80		5,381.80
Blakeslee, Donna M	61,004.34		61,004.34	Cotter, Emily C	57,612.34		57,612.34
Bliss, Gail	57,697.52		57,697.52	Coughlin, Charles E	38,696.58		38,696.58
Bodoni, Michelle M	1,023.63		1,023.63	Coughlin, Marianne D	577.84		577.84
Bonugli, Nancy	228.53		228.53	Coumoyer, Lisa T	58,786.07		58,786.07
Boudreau-Hill, Donna M	54,960.01		54,960.01	Covington-Wright, Apryl D	2,455.94		2,455.94
Bourgeois, Marie R	8,654.17		8,654.17	Craft, Lesley A	9,876.32		9,876.32
Bowden, Donna M	39,194.45		39,194.45	Cremin, Christine M	41,712.78		41,712.78
Bowers, Gayle P	11,376.15		11,376.15	Cremins, Edward D	60,716.51		60,716.51
Boyle, Nancy M	45,206.15		45,206.15	Crowley, Keith D	2,927.00		2,927.00
Brace, Joann	9,119.21		9,119.21	Crowley, Mary K	49,729.59		49,729.59
Bradley, Loreen R	104,407.38		104,407.38	Cummings, Geraldine M	63,256.90		63,256.90
Bradley, Mark A	3,978.00		3,978.00	Curtin, Barbara A	13,457.10		13,457.10
Bradley, Thomas M	4,197.00		4,197.00	Curtin, Paula M	20,741.46		20,741.46
Brady, Kristin M	1,304.10		1,304.10	Cutone, Dawn A	738.63		738.63
Brennan, Anne R	1,266.26		1,266.26	Cymbura, Deneen A	753.48		753.48
Bresnahan, John C	62,628.08		62,628.08	Davis, Janet	18,442.45		18,442.45
Bresnahan, Kimberly J	68,233.69		68,233.69	Davos, Diane	51,738.54		51,738.54
Brewin, Deborah A	56,044.25		56,044.25	DeAngelis, Margaret A	166.33		166.33

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
DeAngelis, Michelina	98,623.68		98,623.68	Ferris, Gerald B	96,439.40		96,439.40
Dearing, Maura A	36,532.19		36,532.19	Fiske, Elaine	41,237.90		41,237.90
DeGrecchie, Shelley A	52,824.63		52,824.63	Fitzgerald, Judith I	22,030.36		22,030.36
DeGrosso, Joseph	53,835.00		53,835.00	Flagg, Kristi L	46,972.76		46,972.76
Deluca, Angela	495.28		495.28	Flanagan, Janet A	1,800.49		1,800.49
DeLucia, Frances	50,839.75		50,839.75	Foley, Joanne P	11,201.63		11,201.63
DeLucia, Sandra L	43.29		43.29	Foley, Judi K	64,024.71		64,024.71
DeMattia, Debra A	1,829.36		1,829.36	Follett, Theresa	47,284.06		47,284.06
Demos, Shannon	49,830.63		49,830.63	Foran, Robin M	10,410.28		10,410.28
DePierro, Donna M	13,478.73		13,478.73	Ford, Kathleen	58,363.61		58,363.61
Dermody, Joseph J	54,955.80		54,955.80	Fortier, Jacqueline M	1,650.02		1,650.02
Deroche, Julie M	40,421.03		40,421.03	Foss, Jamie M	54,563.20		54,563.20
Derosa, Kimberly A	124.66		124.66	Fothergill, Patricia M	11,834.60		11,834.60
Deshler, Maryann J	17,830.81		17,830.81	Fowler, Julie T	12,134.44		12,134.44
DeSisto, Carolyn M	11,879.38		11,879.38	Fowler, June	29,290.78		29,290.78
DeVito, Robert	756.22		756.22	Francisco-Marsh, Lynn M	45,803.99		45,803.99
DeVoe, Lynn A	11,055.77		11,055.77	Frank, Joseph C	55,636.00		55,636.00
Dewing, Henry	38,391.02		38,391.02	Frechette, Leo	11,000.00		11,000.00
Dey, Joan E	31,484.50		31,484.50	Freeman, Marcia R	25,342.66		25,342.66
DiAntonio, Kristen R	60,659.31		60,659.31	Friedman, Carole	1,691.50		1,691.50
Dias, Patricia	64,204.52		64,204.52	Fuller, Jan H	71,171.75		71,171.75
DiBiseglia, Gladys	12,404.91		12,404.91	Gaffney, M Elizabeth	80,805.90		80,805.90
DiCiaccio, Mary	17,718.30		17,718.30	Gagne, Catherine M	56,218.30		56,218.30
Dick, Edward K	833.32		833.32	Gagnon, Christopher J	39,843.62		39,843.62
DiFelice, Allison	10,174.12		10,174.12	Gagnon, Kim M	51,466.89		51,466.89
Dillon, Kristin C	36,403.76		36,403.76	Gagnon, Susan	61,281.12		61,281.12
DiPersio, Michele	188.84		188.84	Gale, Patricia A	17,924.13		17,924.13
Dirk, Melissa C	1,512.17		1,512.17	Galliford, Carol A	1,645.84		1,645.84
DiRocco, Leo	4,591.00		4,591.00	Galligan, Patrick J	63,246.53		63,246.53
Dobbin, Benedict J	57,070.25		57,070.25	Gallo, Carole A	63,356.98		63,356.98
Dobbin, Travis M	35,520.80		35,520.80	Gallotto, Amedeo	4,137.00		4,137.00
Doherty, Derek W	4,669.00		4,669.00	Garas, Kelly B	5,768.31		5,768.31
Doherty, Laurie A	563.05		563.05	Garcia, Tatiana	9,997.14		9,997.14
Doherty, Maria M	11,679.41		11,679.41	Gardner, Eileen T	53,995.31		53,995.31
Doherty, Shannon L	40.63		40.63	Gariepy, Sally B	11,927.58		11,927.58
Doherty, Susan C	2,705.00		2,705.00	Garr, Emily R	39,332.52		39,332.52
Dollas, Elizabeth A	29,809.94		29,809.94	Gath, Frances	53,880.30		53,880.30
Donnelly, Ann M	10,625.82		10,625.82	Gaudette, Anna P	24,596.75		24,596.75
Donnelly, Deborah	2,560.00		2,560.00	Gendall, Dorothy A	1,297.90		1,297.90
Donoghue, Brenda M	643.24		643.24	Georgian, Cynthia S	43,113.74		43,113.74
Donoghue, John	84,566.74		84,566.74	Giampaolo, Renee M	52.06		52.06
Doocey, Sally C	10,401.39		10,401.39	Gibson, Kevin J	57,665.18		57,665.18
Doolan, Robert D	56,236.46		56,236.46	Gignac, Mary H	36,285.82		36,285.82
Dorrance, Rosamond J	59,138.65		59,138.65	Gilbride, Thomas M	51,579.30		51,579.30
Dragosits, Sarah J	13,107.10		13,107.10	Gilgun, Melissa	55,645.02		55,645.02
Drouin Jr, Ronald	63,501.74		63,501.74	Gillette Manna, Barbara J	59,938.50		59,938.50
Duncan, Anne	65,561.28		65,561.28	Gillotte, Karen M	19,303.75		19,303.75
Dunne, Catherine M	52,288.86		52,288.86	Gillotte, Sarah	9,771.89		9,771.89
Durkin, Kelly A	349.72		349.72	Glass, Debra J	52,596.91		52,596.91
Dykeman, Lynne	38,647.43		38,647.43	Glover, Daniel R	33,417.27		33,417.27
Dzidosz, Judith Ann	8,603.28		8,603.28	Goggin, Jane D	56,088.56		56,088.56
Early, Paul D	18,103.71		18,103.71	Gordon, Janet P	14,582.85		14,582.85
Economou, George	46,097.71		46,097.71	Goudreau, Richard R	17,983.80		17,983.80
Edelstein, Eleanor	9,533.48		9,533.48	Gould, Mary Jo	53,895.18		53,895.18
Eldringhoff, Mary S	62,072.71		62,072.71	Gouthro, Brian M	44,226.42		44,226.42
Elwell, Joanne M	22,995.63		22,995.63	Graaskamp, Dorothy A	51,450.58		51,450.58
Elwell, Patricia E	2,310.30		2,310.30	Graham, Donna	63,290.26		63,290.26
Enos, Teresa A	50,579.04		50,579.04	Grant, Jane	10,248.78		10,248.78
Escott, Dorene D	16.62		16.62	Graves, Gloria J	63,239.98		63,239.98
Estevao, Lisa	1,403.61		1,403.61	Guiliani, Denise	15,519.38		15,519.38
Ethier, Sandra C	514.36		514.36	Gurry, Sheila	44,141.31		44,141.31
Evangelista, Geraldine	3,210.46		3,210.46	Guttadauro, Debbie	2,353.33		2,353.33
Evangelista, Joanna N	3,111.41		3,111.41	Hair-Sullivan, Linda	67,350.81		67,350.81
Fabiano, Sheila M	1,756.93		1,756.93	Hakala, Robyn D	51,412.74		51,412.74
Fabrizio, Patricia B	49,514.42		49,514.42	Hamilton, Gail M	54,792.36		54,792.36
Facendola, Nicola	44,636.67		44,636.67	Hamilton, Linda	57,376.18		57,376.18
Fairweather, Paula R	1,220.70		1,220.70	Hamlyn, Joyce G	752.97		752.97
Fallon Jr, Richard F	36,896.49		36,896.49	Hanna Durkin, Gale F	13,944.99		13,944.99
Faraci, Annina	65,376.37		65,376.37	Hansberry, Bonita	70,904.73		70,904.73
Farnham, Jayne	56,819.86		56,819.86	Hanson, Heather	47,299.56		47,299.56
Farrey Forsyth, Nancy	62,382.75		62,382.75	Harrington, David F	43,058.48		43,058.48
Ferreira, Karen A	54,497.45		54,497.45	Harrison, Dolores M	53,794.79		53,794.79

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Harrison, Jaclyn N	528.40		528.40
Hart, William	675.00		675.00
Hassan, Christine	60,677.35		60,677.35
Hazel, George	4,434.50		4,434.50
Heald, Ronald D	34,619.74		34,619.74
Heartquist, Richard P	3,029.00		3,029.00
Hecht, Teresa L	553.22		553.22
Hendrigan, Dianne	10,889.52		10,889.52
Hennemuth, Trudi	58,977.62		58,977.62
Hession, Joanne B	50,679.38		50,679.38
Hickey, Brian J	73,728.87		73,728.87
Higgins, Jodi L	49,654.57		49,654.57
Hillson, Kimberly H	46,269.45		46,269.45
Hines, Marie E	1,588.57		1,588.57
Hirsh, Christine	13,095.19		13,095.19
Hirtle, Maryellen	46,591.59		46,591.59
Hoffman, Helen M	727.53		727.53
Hogan, Sarah T	18,787.00		18,787.00
Hogan, Susan E	13,599.20		13,599.20
Hopkins, Judith A	44,732.93		44,732.93
Houmiller, Nancy	9,883.56		9,883.56
House, Linda	41,542.49		41,542.49
Hudson, Tracy A	942.19		942.19
Hummrich, Gretchen A	53,567.38		53,567.38
Hunt, Patricia A	15,185.76		15,185.76
Hurd, Kristin M	13,172.51		13,172.51
Hussey, Erin	667.50		667.50
Hyland, Lori	51,072.46		51,072.46
Hynes, Kim	66,405.36		66,405.36
Hynes, Nicole B	1,385.44		1,385.44
Indelicato, Rosemary	16,253.96		16,253.96
Ireland, Vikki M	53,650.12		53,650.12
Irons, Frederick E	8,470.00		8,470.00
Jackman, Maureen	54,218.19		54,218.19
Jacobson, Lucy	43.29		43.29
Jagla, Barbara J	55,832.30		55,832.30
Jardin, August P	59,763.52		59,763.52
Jarek, John F	61,915.12		61,915.12
Johnson, Andree T	45,740.60		45,740.60
Johnson, Audria D	19,755.57		19,755.57
Johnston, Kimberly T	51,404.19		51,404.19
Johnston, Linda	491.90		491.90
Juszkiewicz, Jane	732.55		732.55
Kalajian, Nancy M	64,291.90		64,291.90
Kalarites, George	49,436.26		49,436.26
Kalarites, Marcia A	64,893.26		64,893.26
Kane, Kim	6,464.51		6,464.51
Kane, Maureen	63,604.30		63,604.30
Kawalski, Patricia	1,770.58		1,770.58
Kearns, Joanne	35,829.04		35,829.04
Kearns, Patricia J	4,839.56		4,839.56
Keddie, Patricia A	59,185.13		59,185.13
Keefe, Barbara A	10,048.63		10,048.63
Keefe, Sandra M	45,096.66		45,096.66
Kelley, Dianne L	3,705.00		3,705.00
Kelley, Jane A	63,943.32		63,943.32
Kelley, Louise E	28,322.31		28,322.31
Kelley, Maureen P	58,738.51		58,738.51
Kennedy, Mary Pepin	58,909.14		58,909.14
Kibbe, Carolyn F	61,611.78		61,611.78
King, Pauline J	84,782.86		84,782.86
Kirby, Sheri L	10,232.36		10,232.36
Kirwin, Virginia	54,860.51		54,860.51
Kirwin, William	60,620.77		60,620.77
Kling, Joyce	15,122.90		15,122.90
Kolack, Roseanne	63,425.08		63,425.08
Kosiba, Kristen D	58,966.51		58,966.51
Koskey, Pamela A	55,817.54		55,817.54
Krainski, Joanna D	72,673.86		72,673.86
Krol, Patricia A	60,109.27		60,109.27
Krueger, Barbara E	45,137.10		45,137.10
Krzesinski, Elizabeth A	37,729.65		37,729.65

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Lachance, Susan	60,241.53		60,241.53
Laffey, Mary	55,714.94		55,714.94
LaFland, Kimberly A	56,134.81		56,134.81
LaFrance, Denise L	80.85		80.85
Lally, Patricia A	73,319.80		73,319.80
Lamotte, Susan	64,179.96		64,179.96
Landa, Cady E	31,858.20		31,858.20
Lane, Jaime A	50,183.68		50,183.68
Lane, Kerry A	4,725.00		4,725.00
Langlais, Renee M	44,555.90		44,555.90
LaRocque, Janice L	42,079.42		42,079.42
Laws, Nancy	63,290.20		63,290.20
Lazzara, Karen E	6,322.27		6,322.27
Lazzara, Mary E	24,287.60		24,287.60
Leary, Colleen	49,813.02		49,813.02
LeBlanc, Dixie M	8,650.99		8,650.99
LeCam, Donna	71,109.01		71,109.01
Lecesse, Linda	735.09		735.09
LeClair, James L	48,635.19		48,635.19
Lefebvre, Adrienne M	43.25		43.25
Lefebvre, Richard C	3,351.00		3,351.00
Lennon, Carol Ann	17,070.26		17,070.26
Levine, Steven	71,269.63		71,269.63
Levy-Siopes, Jennifer M	46,909.04		46,909.04
Libby, David A	60,808.09		60,808.09
Lindsey, Eileen M	46,498.01		46,498.01
Linskey, Joanne L	10,245.00		10,245.00
Lombard, Kathleen C	974.55		974.55
Loosen, Mary	47,458.37		47,458.37
Lopolito, Christine	10,244.66		10,244.66
Lovett, Thomas W	97,548.52		97,548.52
Lussier, Pamela	22,135.28		22,135.28
Lynch, Joan	53,416.66		53,416.66
Lynch, Sheila	143.79		143.79
MacDonald, Bruce Allan	43,691.24		43,691.24
MacDougall, Robert	66,273.80		66,273.80
MacIsaac, Sheila	737.95		737.95
MacLeod, Kathleen	43,389.51		43,389.51
MacLeod, Susan P	1,487.00		1,487.00
Maguire, Kristen L	36,228.81		36,228.81
Maguire, Mary	57,883.62		57,883.62
Mahoney, Eileen	27,522.49		27,522.49
Mahoney, Eileen M	3,032.50		3,032.50
Maia, Patricia G	2,796.60		2,796.60
Malatesta, Rosamond	61,884.31		61,884.31
Malone, Gayle F	6,359.79		6,359.79
Malone, Linda	58,459.25		58,459.25
Maloney, Amanda L	4,384.20		4,384.20
Maloney, Kathleen A	16,091.89		16,091.89
Manley II, James	54,168.26		54,168.26
Mann, Pamela A	122.58		122.58
Manseau, Mary	2,676.39		2,676.39
Manzi, Edward R	57,156.21		57,156.21
Maranville, Marie L	57,400.98		57,400.98
Marcella, Jennifer K	26,232.76		26,232.76
March, Donna	743.76		743.76
Marchand, Jon A	50,236.48		50,236.48
Marchant, Annette	101.80		101.80
Marchette, Lisa A	58,603.09		58,603.09
Marcus, David	61,634.16		61,634.16
Marget, Lisa G	13,237.99		13,237.99
Marquis, Donna M	54.75		54.75
Marsh, Elsa A	53,893.35		53,893.35
Martel, Patricia M	44,840.58		44,840.58
Martin, Daniel N	60,634.94		60,634.94
Martineau, Donna	228.24		228.24
Martucci, Denise B	13,472.95		13,472.95
Matysczak, Helen	60,126.20		60,126.20
McAndrews, Patrick F	62,069.98		62,069.98
McArdle, Katharine J	2,509.90		2,509.90
McArdle, Kevin P	93,375.78		93,375.78
McArdle Milenavich, Sharon	63,431.08		63,431.08

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
McBrine, Monica	43,317.68		43,317.68	Nastasi, Maryellen A	61,495.91		61,495.91
McCabe, Evelyn D	11,578.48		11,578.48	Natola, Ralph J	44,782.45		44,782.45
McCabe, Robert F	7,585.07		7,585.07	Navetta, Carol M	51,653.48		51,653.48
McCann, Joseph F	65,585.38		65,585.38	Naylor, Cooper R	30,059.90		30,059.90
McCann, Paula	159.98		159.98	Neal, Terrance F	33,284.58		33,284.58
McCarthy, Carol F	2,813.71		2,813.71	Neary Hughes, Lisa	63,625.02		63,625.02
McCarthy, Robert	38,956.50		38,956.50	Nee, Mary Elizabeth	38,722.69		38,722.69
McCormick, Annmarie	22,090.01		22,090.01	Newberg, Courtney B	47,320.10		47,320.10
McDade, Pamela	59,084.92		59,084.92	Newton, Richard H	42,456.95		42,456.95
McDermott, Beth A	12,458.78		12,458.78	Norton, Paul E	2,986.00		2,986.00
McDonnell, Patricia R	62,724.70		62,724.70	Oberg, Teresa M	5,552.00		5,552.00
McDonough, Donna M	3,850.00		3,850.00	O'Brien, Joanne	60,680.98		60,680.98
McFadden, Kelly A	51,762.03		51,762.03	O'Brien, John H	42,098.91		42,098.91
McGilvery, Eva-Maria T	1,533.96		1,533.96	O'Brien Jr, Joseph P	12,839.46		12,839.46
McGinn, Marybeth	54,967.11		54,967.11	O'Donnell, Andrea M	57,391.32		57,391.32
McGowan, Cressida L	1,680.00		1,680.00	O'Hara, Ann	62,182.30		62,182.30
McGowan, Muriel	10,862.08		10,862.08	O'Hare, Nancy J	15,349.83		15,349.83
McGrath, Christine L	142,978.17		142,978.17	O'Keefe, Stephen J	2,885.00		2,885.00
McGrath, Michelle L	49,654.59		49,654.59	Osborne, M Eileen T	60,795.56		60,795.56
McGrath, Robert M	58,772.94		58,772.94	Osgood, Ruth L	25.20		25.20
McGregor Fay, Anne B	35,693.10		35,693.10	Osterberg, Roy	39,409.11		39,409.11
McGuire, James	111,494.53		111,494.53	Osterman, Glenn W	61,891.46		61,891.46
McHatton, Paula A	4,460.00		4,460.00	Osterman, Marcia	46,457.68		46,457.68
McKenna, Donna M	33,863.93		33,863.93	O'Sullivan, Rita	45,739.27		45,739.27
McKenna, Mary J	2,170.86		2,170.86	Otis, Richard	518.79		518.79
McKusick, Linda	23,260.69		23,260.69	Page, Donald C	39,479.09		39,479.09
McLaughlin, Maria L	4,787.37		4,787.37	Page, Ronald G	39,509.71		39,509.71
McNamara, Maureen	62,261.34		62,261.34	Pagiavlas, Stephanie	67,552.95		67,552.95
McNeil, Catherine M	75.47		75.47	Paglia, Diane	28,427.12		28,427.12
McNeil, Susan M	2,524.76		2,524.76	Palm, Judith M	41,709.02		41,709.02
McSheehy, Erin C	49,194.11		49,194.11	Papik, Elizabeth	49,136.68		49,136.68
McSheehy, Maureen	59,599.17		59,599.17	Paquin, Pamela J	150.08		150.08
McWilliams, Brenda	60,848.75		60,848.75	Paris, Julie E	211.36		211.36
Meharg, Heidi E	2,885.00		2,885.00	Parker, Lisa E	58,214.59		58,214.59
Melanson, Susan R	573.67		573.67	Patterson, Roland T	34,737.76		34,737.76
Mercier, Kelly E	28,679.37		28,679.37	Patterson, Stephen R	2,254.79		2,254.79
Merrill, Brandi	9,153.74		9,153.74	Paul, George S	93,424.00		93,424.00
Merrill, Jennifer A	51,140.42		51,140.42	Payne, Yvette	12,460.87		12,460.87
Mettivier, Krista M	4,095.10		4,095.10	Peach, Dorothy	3,822.24		3,822.24
Meuse, Laurie J	116.12		116.12	Pellegrini, Diane L	57,578.29		57,578.29
Meuse, Patricia M	39,615.52		39,615.52	Penney, Kathleen	18,230.42		18,230.42
Middleton, Judith A	53,851.55		53,851.55	Perkins, Kimberly A	3,064.60		3,064.60
Miller, Sandra H	30,577.12		30,577.12	Perrin, Ruth	2,499.96		2,499.96
Minichiello, Eva M	598.64		598.64	Petalas, Marjorie A	47,202.82		47,202.82
Miranda, Shannon M	14,596.33		14,596.33	Peters, Farbrianna	7,010.91		7,010.91
Molloy, Peter M	18,718.20		18,718.20	Peterson, Dennis J	3,562.64		3,562.64
Montecalvo, Dolores	677.28		677.28	Peterson Jr, Dennis J	7,147.21		7,147.21
Mooney, Donna B	73,705.26		73,705.26	Petkiewich, Grace	12,404.91		12,404.91
Mootrey, Kathleen J	58,439.12		58,439.12	Pinard, Pamela A	32,304.25		32,304.25
Morandi, Denise	50,944.98		50,944.98	Pincher, Jeanne K	48,501.89		48,501.89
Morello, Mary Beth	24,882.11		24,882.11	Piscione, Claire	57,312.27		57,312.27
Morgan, John R	53,728.05		53,728.05	Piscione, William	65,558.72		65,558.72
Moriarty, Carol G	41,988.76		41,988.76	Pishock, Patricia	31,061.06		31,061.06
Morrill Jr, Thomas A	74,708.05		74,708.05	Policelli, Ann M	6,701.68		6,701.68
Morris, Mary C	15,290.99		15,290.99	Porcaro, Cheryl	88,116.86		88,116.86
Morrissey, Joanne M	59,857.45		59,857.45	Power, Leslie	106.25		106.25
Morrissey, Kevin M	26,530.99		26,530.99	Preston, Danielle	13,085.41		13,085.41
Morse, Carol A	1,396.30		1,396.30	Primerano, Mary A	65,381.22		65,381.22
Morsicato, Dorothy A	1,345.36		1,345.36	Pringle, James R	57,450.10		57,450.10
Moser, Sharon J	61,839.69		61,839.69	Prodanas, Stephen	68,995.84		68,995.84
Mrozowski, Jennifer	57,867.11		57,867.11	Puma, Dustine R	22,752.43		22,752.43
Mugford, Debralee	11,150.04		11,150.04	Quilty, Jodi L	160.38		160.38
Mullen, David	54,852.21		54,852.21	Quinn, John F	106,245.42		106,245.42
Mulloy, Sheri F	17,065.79		17,065.79	Rand, Anne L	19,458.36		19,458.36
Mulno, Susan	23,703.16		23,703.16	Rauseo, Maura A	16.62		16.62
Murphy, Eileen M	2,885.00		2,885.00	Rauseo, Nicole M	47,165.31		47,165.31
Murphy, Janet E	173.14		173.14	Ray, Lorena	2,953.99		2,953.99
Murphy, Lois E	21,621.05		21,621.05	Read, Elinor A	46,036.37		46,036.37
Murphy, Marie T	9,908.73		9,908.73	Reading, Robin	57,110.56		57,110.56
Murphy, Robin A	1,710.70		1,710.70	Reale, Patricia A	10,585.33		10,585.33
Murray, Kara M	53,629.59		53,629.59	Reardon, Jennifer G	3,792.00		3,792.00
Napoli, Patricia A	28,713.50		28,713.50	Rebelo, Carlos	31,188.94		31,188.94

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Redman, Sarah A	45,155.95		45,155.95	Sosnowska, Agnieszka	16,931.89		16,931.89
Redmond, Kimberly A	801.14		801.14	Souza, Florence F	59,125.33		59,125.33
Reed, Claire	62,330.84		62,330.84	Souza, Robert J	116.34		116.34
Reitano, Carol A	89.10		89.10	Spaulding, Jennifer E	57,079.16		57,079.16
Rekkbie, Linda	1,776.01		1,776.01	Speros, Elaine F	62,606.53		62,606.53
Reyes, Janet E	53,530.95		53,530.95	Spiller, Kimberley A	203.60		203.60
Reynolds, Roseanne M	122.00		122.00	St John-Latta, Thersea L	2,256.75		2,256.75
Rice, Joseph F	43,977.38		43,977.38	Stack, Catherine F	41,518.11		41,518.11
Rich, Tammy	9,976.66		9,976.66	Stamegna, Nancy	237.88		237.88
Rideout, Gerald	62,648.44		62,648.44	Stamp, Jason R	18,164.13		18,164.13
Rideout, Maureen	51,945.15		51,945.15	Starling, Kathleen A	9,496.98		9,496.98
Rideout II, Gerald S	20,576.31		20,576.31	Stevens, Barbara	16,345.13		16,345.13
Riley, Elaine	59,067.21		59,067.21	Stocki, Penny L	438.78		438.78
Roberts, Marimargaret	6,200.00		6,200.00	Stone, Kimberly M	59,375.32		59,375.32
Robichaud, Ellen-Dale	9,119.96		9,119.96	Stone, Phillip J	48,287.06		48,287.06
Robillard, Katherine P	1,967.00		1,967.00	Storms, Mary Ann	23,542.94		23,542.94
Robinson, Beverly	37,922.11		37,922.11	Stratis, Patricia	64,376.23		64,376.23
Robinson, Elizabeth C	61,953.82		61,953.82	Stronach, Richard J	47,555.77		47,555.77
Robishaw, Don L	868.35		868.35	Sughrue, Shaun M	32,312.56		32,312.56
Robson, Sarah M	30,440.68		30,440.68	Sujko, Tara A	44,578.09		44,578.09
Rodgers, Kristi	50,834.26		50,834.26	Sullivan, Ann M	10,088.28		10,088.28
Rodriguez, Kristan	38,750.01		38,750.01	Sullivan, Barbara J	12,770.05		12,770.05
Rogacki, Daniel	52,804.06		52,804.06	Sullivan, Barry J	56,490.15		56,490.15
Rogers, Kristina	65,295.90		65,295.90	Sullivan, Barry T	30,705.48		30,705.48
Rogers, Robert G	17,260.68		17,260.68	Sullivan, Carole	61,623.54		61,623.54
Rogers, Valerie E	69.09		69.09	Sullivan, Deborah	32,926.64		32,926.64
Ronan, Cathy	86,367.04		86,367.04	Sullivan, Kelli R	1,224.73		1,224.73
Rosmarinofski, Mary J	14,875.37		14,875.37	Sullivan, Laura L	9,578.12		9,578.12
Rouff, Francesca	63,669.05		63,669.05	Sullivan, Maryellen	412.81		412.81
Russell, Joseph E	2,499.96		2,499.96	Sullivan, Susan M	57,628.92		57,628.92
Ryan, Kenneth J	6,827.58		6,827.58	Sullivan, Victoria A	840.00		840.00
Ryan, Sandra	49,835.84		49,835.84	Sullivan Jr, James T	51,761.56		51,761.56
Ryan, Sandra	35,806.10		35,806.10	Sullivan Sr, James T	2,885.00		2,885.00
Ryan, Thomas F	51,807.26		51,807.26	Sutliff, Nadine B	65,326.51		65,326.51
Ryder, Maura	415.17		415.17	Sylvain, Cindi A	41,454.56		41,454.56
Ryser, Patricia A	59,510.22		59,510.22	Szmyt, Kelley M	1,790.09		1,790.09
Sacramone, Agnes	70,894.76		70,894.76	Talford, Ginamarie	73,664.07		73,664.07
Sacramone-Greene, Donna	51,954.62		51,954.62	Taylor, Jennifer S	14,306.59		14,306.59
Sadler, Sheila	14,582.85		14,582.85	Taylor, Katherine E	13,085.41		13,085.41
Sagro, Carol	52,036.70		52,036.70	Teas, Nancy	30,318.96		30,318.96
Saindon, Denise M	52,670.17		52,670.17	Tecce, Heather	108.85		108.85
Sanford, Shirley	46,959.85		46,959.85	Tellier, Holly	27,460.04		27,460.04
Santilli, Kathleen A	43,269.14		43,269.14	Tellier, Matthew T	1,228.13		1,228.13
Santos Zambella, Elizabeth	56,814.24		56,814.24	Terullo, Donna M	1,529.31		1,529.31
Sarsfield, Erin M	2,200.00		2,200.00	Tetreault, Laura P	392.23		392.23
Sartori, Anita	24,693.41		24,693.41	Theisen, Anne M	1,892.81		1,892.81
Sawyer, Lynne A	5,953.75		5,953.75	Themeles, Betty Ann	60,347.67		60,347.67
Scafidi, Jeremy C	3,029.00		3,029.00	Themeles, Christine	51,380.46		51,380.46
Scialdone, Kelly M	14,582.85		14,582.85	Therault-Regan, Brenda M	45,289.28		45,289.28
Scofield, Susan	59,497.20		59,497.20	Thompson, Nancy G	1,122.74		1,122.74
Senecal-Brown, Elaine M	20,118.27		20,118.27	Thompson Gere, Jodi L	35,170.34		35,170.34
Shanley, Thomas J	46,463.16		46,463.16	Thuillier, Peter G	51,255.77		51,255.77
Sharkey, James F	64,035.48		64,035.48	Tierney, Marybeth	3,869.54		3,869.54
Shattuck, Beverly M	8,863.22		8,863.22	Times, Cindy D	53,523.02		53,523.02
Sheehan, Ann B	4,695.00		4,695.00	Tirabassi, Melanie A	25,247.60		25,247.60
Sheehan, Kimberly A	11,294.52		11,294.52	Torname, Nancy	25,830.01		25,830.01
Shikles, Alison	14,639.09		14,639.09	Torres, Karen M	487.80		487.80
Shimkus, James P	36,054.15		36,054.15	Tozowski, Mary A	12,360.92		12,360.92
Shirkoff, Pamela A	58,314.54		58,314.54	Trevor, Denise A	14,816.85		14,816.85
Shirkoff, Robert W	10,186.90		10,186.90	Trickett, Donna M	175.01		175.01
Sholl, Kathleen T	12,071.58		12,071.58	Turcotte, Mary E	233.98		233.98
Siepkka, Kimberly A	13,379.16		13,379.16	Vadnais, Nancy D	29.00		29.00
Sierpina, Michelle L	46,369.34		46,369.34	Valdina, Anne Marie	1,872.15		1,872.15
Silk, Roberta	83.10		83.10	Vass, Suzanne M	1,187.14		1,187.14
Silva, Cheryl A	530.61		530.61	Vella, Loren M	51,451.15		51,451.15
Silva, Geraldine M	2,971.24		2,971.24	Ventura, Catherine F	61,092.37		61,092.37
Skoropowski, Maria	19,251.62		19,251.62	Vibber, Sandra	12,203.75		12,203.75
Skowronski, Vermilita	514.56		514.56	Vieira, Barbara	1,386.24		1,386.24
Slavin, Roberta M	1,004.88		1,004.88	Viens, Kim	250.56		250.56
Slezak, Diane N	57,665.59		57,665.59	Vitallo, Barbara	68,108.69		68,108.69
Smallidge, Nicole	52,807.62		52,807.62	Vonkahle, Heidi	2,885.00		2,885.00
Smith, Margaret	24,699.09		24,699.09	Waitte, Stefani G	45,960.88		45,960.88

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Waldrip, Roberta	10,248.78		10,248.78
Wallace, Joy C	2,910.34		2,910.34
Walsh, Cynthia E	608.00		608.00
Walsh, Elaine	46,358.00		46,358.00
Walsh, Leanne M	814.00		814.00
Walsh, Rebecca J	1,246.00		1,246.00
Walsh Jr, Thomas M	26,549.48		26,549.48
Ware, Karen Ann	57,331.39		57,331.39
Ware, Robert	72,705.23		72,705.23
Weidknecht, Marguerite K	54,306.46		54,306.46
Weir III, John S	57,271.14		57,271.14
Welch, Patricia	25,062.10		25,062.10
Wells, DebOran E	12,941.57		12,941.57
Welsh, Dawn M	2,360.00		2,360.00
White, Stanley D	61,736.26		61,736.26
Whynot, Ann M	60,451.46		60,451.46
Willegal, Mavis C	650.51		650.51
Wilson, Jane	9,788.61		9,788.61
Wilson, William B	19,006.40		19,006.40
Winn, Dennis M	16,217.87		16,217.87
Winters, Scott A	57,850.32		57,850.32
Witham, Cheryl	52,158.37		52,158.37
Witmyer, Renee	111.38		111.38
Wogan, Dale	249.32		249.32
Woodman, Janice M	15,901.86		15,901.86
Woods, Laurie A	2,784.11		2,784.11
Yaeger, Warren J	68,836.90		68,836.90
Yeats, Rhonda E	59,244.04		59,244.04
Yore, Sarah E	22,566.10		22,566.10
Young, Keith E	66,350.04		66,350.04
Zaremba, Sharon C	31,402.41		31,402.41
Zaroulis, James G	6,837.50		6,837.50
Zbieg, Richard	63,661.70		63,661.70
Zier, Mary Ellen	5,590.00		5,590.00
Zotos, Anissa S	34,517.66		34,517.66
Zullo, Lisa M	50,427.00		50,427.00

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At Your Service

(AREA CODE 978)

GENERAL INFORMATION..... 640-4300

AMBULANCE..... 911

Administrative Services, [Town Hall]..... 640-4488
Assessors, [11 Town Hall Ave]..... 640-4330
Auditor, [11 Town Hall Ave]..... 640-4320
Board of Registrars (Voter Information)..... 640-4355
Building Commissioner, [DPW Building]..... 640-4430
Community Development, [DPW Building] 640-4370
Computer Services, [11 Town Hall Ave]..... 640-4351
Conservation Commission, [DPW Building]..... 640-4370

FIRE DEPARTMENT, [21 Town Hall Ave]

To Report a Fire..... 911
Other Fire Information..... 640-4410

Health Board, [DPW Building]..... 640-4470
Housing Authority, [Livingston Street]..... 851-7392
Library, [300 Chandler St.]..... 640-4490
Parking Clerk, [Town Hall]..... 640-4356
Planning Board, [DPW Building]..... 640-4370
Plumbing/Electrical Inspector, [DPW Building]... 640-4435

POLICE DEPARTMENT, [918 Main Street]

EMERGENCY..... 911
Administrative-Non Emergency..... 640-4381
Detectives..... 640-4380
Dog Officer..... 640-4395
Records..... 640-4385

PUBLIC WORKS, [DPW Building, 999 Whipple Rd.]

Superintendent/Administration Office..... 640-4440
Engineering Division..... 640-4440
Highway Division..... 640-4440
Park Division, [Livingston St.]..... 640-3502/640-4462
Sewer Division..... 640-4440
Snow & Ice Emergency..... 640-4443
Tree Division 640-4440
Water Division
[Emergencies-Phone Police Dept]..... 640-4448
Water Treatment Plant..... 858-0345
Water Billing Division , [11 Town Hall Ave].... 640-4350
Recreation Dept., [Livingston St.]..... 640-4460
Road Runner Transportation..... 459-0152
Rubbish Disposal..... 1-800-442-9006

SCHOOL DEPARTMENT

Athletic Director..... 640-7834
Loella Dewing School, [1469 Andover St]..... 640-7858
Heath Brook School, [165 Shawsheen St]..... 640-7865
Memorial High School, [320 Pleasant St]..... 640-7825
North Street School, [133 North St]..... 640-7875

Louise Trahan School, [12 Salem Rd]..... 640-7870
John Ryan Elem School, [135 Pleasant St]..... 640-7880
John Wynn Middle School, [1 Griffin Way]..... 640-7846
Superintendent of Schools 640-7801
Business Administ. Office [139 Pleasant St]..... 640-7805

Shawsheen Tech. Region. H.S., [Billerica]..... 667-2111

Sealer of Weights & Measurers 640-4430
Selectmen, [Town Hall]..... 640-4300
Senior Center, [175 Chandler St]..... 640-4480
Cable TV: Channel 10..... 640-4300
Channel 22..... 640-7825
Town Clerk, [Town Hall]..... 640-4355
Town Manager, [Town Hall]..... 640-4310
Treasurer/Tax Collector, [11 Town Hall Ave]..... 640-4340
Veterans Agent, [Town Hall]..... 640-4485
Voter Information, [Town Hall]..... 640-4355
Welfare Department..... 446-2400

Historical Society 978-863-9989
[Web Site – www.tewkhissoc.org]
Tewksbury Cemetery, [172 East St.] 978-851-4165
Tewksbury Community Pantry 978-858-2273

CITIZENS INFORMATION SERVICE

Office of the Secretary of State..... 1-800-392-6090
[Web Site – www.wheredoivotema.com]
Senator Edward Kennedy [Boston]..... 1-617-565-3170
Senator John Kerry [Boston]..... 1-617-565-8519
Congressman Marty Meehan [Lowell]..... 978-459-0101
State Senator Susan Tucker..... 1-617-722-1612
State Representative James Miceli..... 1-617-722-2582
State Representative Barry Finegold 1-617-722-2240

Northern Middlesex Registry of Deeds 978-458-8474

Town Web Site:

www.tewksbury.info

